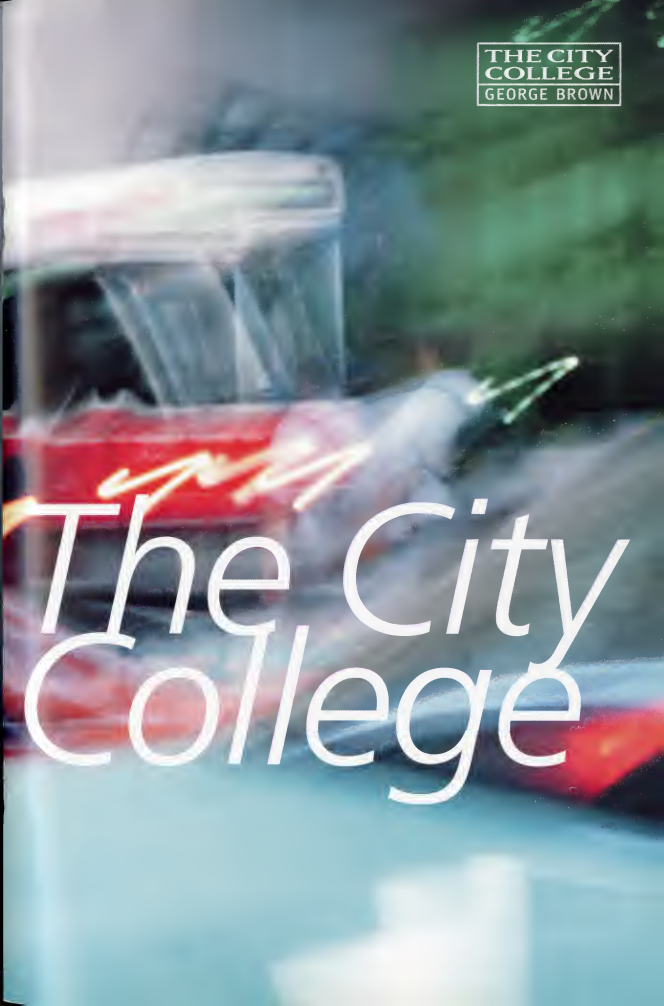

THE CITY
COLLEGE
GEORGE BROWN
The City
College

Looking for success?

George Brown – The City College – now gets you even closer to where you want to be: in a thriving career, in a growth sector of the economy, in the heart of the country, in the heat of the action.

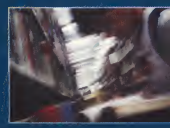
We've restructured *to give you exactly what you need to succeed: a career-focussed education, a dynamic, forward-thinking environment, and a real connection to your future employers.*

Take advantage of our thirst for change.

We have new centres of specialization, state-of-the-art facilities, industry-current faculty, and new buildings. Our strategic alliances are new too, from Celestica to leading banks, from women's shelters and four-star hotels to Equity Showcase Theatre.

We've improved everything, except our location.

It's the best in Canada. Always will be. We're in downtown Toronto, at the heart of Canada's biggest city. That means some concrete advantages for our students.



In our centres of specialization you'll connect

with the country's best organizations in financial services, performing arts, technology, graphic design, hospitality, health services and more. We offer unparalleled access to work experience and part-time jobs, unparalleled program enhancements. That means an unparalleled start to your career.

Sure, you can go to a college anywhere.

But why just read about something? At George Brown, you're part of the action from day one. Our campuses are literally surrounded by the biggest and best employer community in the country – whatever your career direction. Here you'll develop a real feel for your career: its pace, its demands, its sights, sounds and tastes. It's all right here. Ours, and ours alone.

At George Brown – the City College – we excel at the practical, the here and now.

Your success is at our doorstep.

Business

Business...is our business. George Brown offers a unique career focus in financial services and marketing in the new economy as well as a range of business administration programs.

CENTRE FOR FINANCIAL SERVICES EDUCATION

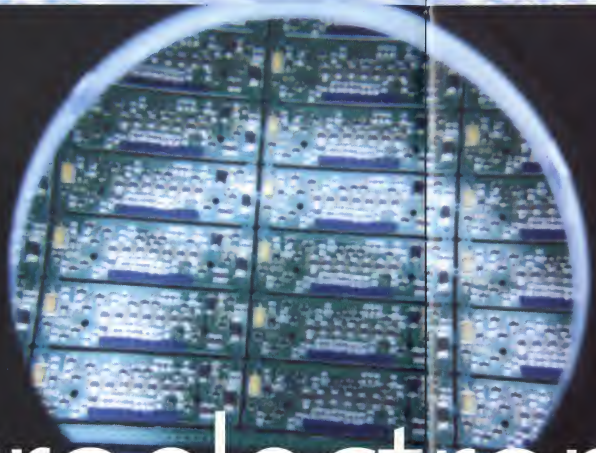
Interested in some of the fastest growing career opportunities in Canada? Want to learn in a Centre of Excellence? The Centre for Financial Services Education offers innovative programs in Financial Planning, ranked the best career in North America in 2000, Financial Services Management, offering excellent career opportunities geared towards Toronto's largest employer segment, and Accounting, setting you on your way towards a challenging career as a professional accountant. Our Centre's programs all incorporate the latest technology as part of the learning environment, teaching students how to apply their technical skills on the job using leading edge software tools. Learning is achieved through extensive real-life case studies, allowing you to improve communication skills and to work as part of an integrated team – skills employers value so highly. Add three paid co-op work terms, academic associations with leading industry course providers and licensing bodies, flexibility to choose the courses you want to suit your individual learning requirements, a dedicated state-of-the-art facility within two years, 10 minutes walking distance to the heart of Canada's financial services industry, and it all adds up to the most current and challenging financial services education available today – leading to the jobs you want!

MARKETING IN THE NEW ECONOMY

Looking for a career in Marketing? Find your degree or diploma isn't enough? Do you thrive in fast-paced, constantly-changing environments? George Brown College is offering 4 new post-diploma marketing programs focussed on the needs of the new economy. Each of these unique 12-month programs – Database Marketing, Financial Services Marketing, Business Intelligence/Marketing Analysis and Sport and Event Marketing – provides detailed classroom instruction combined with a 4-month work placement to integrate the classroom learning with the real world. If you want to acquire specific skills for a marketing career in the new economy, one of these programs is for you.

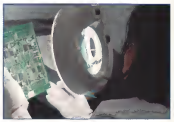
Invest in yourself with a George Brown business program. The returns are great!

Our job-ready graduates are in high demand by employers.



Microelectronics

Grab a computer, cellphone, pager, or turn on your stereo or Walkman and you're using a product that involves microchips. Microelectronics is the foundation technology that makes it all happen. Our Centre for Advanced Microelectronics, designed to address the critical skill shortage facing Canada's microelectronics industry, is a unique modern facility in Ontario, supported by and partnered with more than 25 prominent high-tech corporations and leading industry associations. Our state-of-the-art facilities provide hands-on learning in a true industrial setting. Students apply their skills with the latest equipment, labs and instruction.
And our job-ready graduates are in high demand by employers all across Ontario – employers hungry for well-trained technicians who have the advanced skills and drive necessary to maintain growth in this highly competitive industry.



E-business, Internet, client-server, network support...

Information Technology

Do we really need to tell you about the advantages of an IT career? Just look around. Our approach to information technology (IT) combines sharp technical skills, solid team work and communication skills, and an understanding of the impact of information technology on the future of businesses and organizations. You will develop the programming skills necessary to compete successfully in the exploding technologies of E-Commerce and E-Business, Internet/Intranet and client-server environments. Whether your career objectives are in programming for E-Commerce, Internet/Intranet or client-server environments, or in information systems and network support, you'll find our solid combination of theory and applications-based learning provides you with the career skills demanded by employers in today's rapidly changing high-tech world.

Building Technology

A growing population means an expanding job market.

The construction boom, renovation and restoration of historical buildings, and exciting new building technologies spell a bright future for you at George Brown's Centre for Advanced Building Technologies (CABT). Toronto's population will grow by an estimated 2.6 million people in the next 30 years. This rapid increase means new housing, corporate offices, shopping malls, as well as a commitment to preserve our past and heritage. Career opportunities abound and the CABT is poised to provide you with the best mix of pertinent hands-on and theoretical training in all aspects of this dynamic industry.

Your career potential includes managing projects, and being a member of the team that designs commercial/industrial buildings, office complexes or managing your own business. Use your new acquired skills to bring historical treasures into the present for future generations. Use the new technologies and space age materials to restore and revitalize our infrastructure. Your career options are without limit. And get full recognition as a professional through affiliations with the associations that certify you as a professional.

Graphic Communications

We have Toronto's creative energy on tap.

▲ *Walk over to the Design Exchange for the hottest national and international design shows.*

Studying graphic communications at our downtown campus means that you're steps away from Canada's leading creative and cultural resources – it's what makes a George Brown education so unique. So grab a mouse and we'll put you into one of our state-of-the-art computer labs. Our faculty stay current with industry trends and professional standards, and guest lecturers bring the city's creative energy right into the classroom. Academic advisors will help you work towards achieving career goals, and project-oriented courses will help you create an outstanding portfolio. All our programs have been redesigned to provide the best career opportunities, while a flexible course schedule allows you to learn at your own pace. Our award-winning students and successful graduates all agree – George Brown offers a real-world education.

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PO BOX 15024 STN BRM B
TORONTO ON M7Y 2Y4

Hospitality

George Brown is the best place to launch your career.

Hospitality and Tourism is a huge and growing industry in Toronto, Canada, and abroad, and George Brown is the best place to launch your career. Our primary areas of programming are culinary arts at all levels, hotel management, and restaurant management. We have an international reputation based on exceptional programs and outstanding alumni, including top chefs such as Jamie Kennedy of *JK at the ROM* and Mark McEwan of *North 44°*. Many other alumni have progressed significantly beyond their initial jobs, and are role models for succeeding generations of our students. George Brown is equally well known as the home of Canada's student Culinary Olympic team, a gold medal winner 1999, and Taste of Canada, the country's only international student cooking competition. Our Italian Cuisine and Aboriginal Cuisine post-diploma programs are in a class all their own – unique in Canada, actually. Our students benefit from unique industry partnerships, state-of-the-art facilities, world class instructors and unbeatable work placements in Toronto's top restaurants and hotels. Studying Italian cuisine? Then how about a four-month work placement in Italy? Our Hospitality & Tourism Centre provides you with the practical skills you need, honed by practice in our fully equipped bar and food preparation labs. Our training restaurant has a fine reputation for contemporary food and great service by our students. Your success is our success. Bon appétit!

GEORGE BROWN COLLEGE SOUNDS GREAT! PLEASE SEND ME MORE INFORMATION.

I'M INTERESTED IN FINDING ABOUT CAREERS IN:

- ◯ Financial Services
- ◯ Marketing in the New Economy
- ◯ Business
- ◯ Microelectronics
- ◯ Information Technology
- ◯ Building Technology
- ◯ Technology
- ◯ Fashion
- ◯ Graphic Communications
- ◯ Performing Arts
- ◯ Community Services
- ◯ Health Sciences
- ◯ Hospitality

(PLEASE PRINT)

Name:

Company/School: (if applicable)

Address:

City: Province:

Postal Code: Country:

Telephone: Fax:

E-mail:

I'D ALSO LIKE TO GET:

- ◯ A Full-time Programs Calendar
- ◯ Continuing Education Course Calendar
- ◯ Information for International Students
- ◯ Financial Assistance/Student Loan Information

RIGHT NOW I AM:

- ◯ In high school
- ◯ Working full-time
- ◯ Working part-time
- ◯ Self-employed
- ◯ In university or college
- ◯ Looking for a new career

MY HIGHEST LEVEL OF EDUCATION IS:

- ◯ High school diploma
- ◯ College diploma
- ◯ University degree
- ◯ Didn't complete high school, so would apply as a mature student

For more information about George Brown College, please complete this postage-paid card and drop it in a mail box. You can also fax the card to us at (416) 415-4993.

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PO BOX 15024 STN BRM B
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▼
Our students get work experience in the country's finest restaurants and hotels.

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New demands create a new world of opportunity.

The demands of an aging population, and new techniques and delivery methods are combining to create a new world of opportunities in health science careers. Right here, right now. We combine classroom studies with supervised work placements so our students from all six career areas learn to work as a health care team. Our professors have years of experience in the subjects they teach and strong links with their professions and industry groups. Our nursing programs include work placements in some of Canada's biggest and busiest hospitals and clinics, just blocks away from your studies. Our world-renowned International Denturist Education Centre provides training, research and development to the industry.

Health Sciences

Photo courtesy of Humphrey & Vilsmeier Centre for Dental Care
Photo by Joël Bernard

CommunityServices

You want to help others – start here. George Brown has the widest scope of community service and community health care programs in Ontario.

For decades we have earned the respect of our front line colleagues with education that anticipates not only the realities of our diverse urban community, but the changing needs of our population and society. For instance, our Assaulted Women's and Children's Counsellor/Advocate program is the only one of its kind in Canada – meeting a vital need for victim/witness advocates and rape crisis counsellors. From child care to senior citizens, our faculty provides the practical skills and training to help virtually every segment of the population, to improve individual lives, and our society as a whole. George Brown is partnering with our downtown neighbour, Ryerson Polytechnic University, to create a new Centre for Studies in Community Health, which will offer a new four-year degree program in Gerontology, and will align both our Early Childhood Education programs so that George Brown graduates can walk right into the third-year of a degree program.

Heavy metal: some of the best jewellery makers in Canada entered the industry at George Brown.

Fashion

Courtesy of The Toronto Fashion Incubator

George Brown gets you into this exciting, competitive world.

Sure, you can read the glossy magazines and watch the shows, but when you want to see the real world of fashion and design, look through our eyes. George Brown gets you behind the curtain to a gritty, exciting, competitive, fast-paced world made up of designers, studios, manufacturers, and retailers. We offer practical, hands-on skills in fashion design, manufacturing and management; jewellery arts and repair; as well as furniture design and production. Start with state-of-the-art labs and creative faculty located just a few blocks north of Spadina, the fashion capital of Canada. Then, embellish with work placements at fashion retailers, manufacturers and distributors, as well as local and national design competitions and field trips to local businesses. Top it off with experience working in our student-operated campus fashion store.

Toronto is Broadway North, a major theatre centre in North America.

Photo by Andrew Davidson

The curtain rises in Toronto more than anywhere else in Canada.

Performing Arts

Toronto is the centre of Canada's performing arts with hundreds of professional and not-for-profit theatre and dance companies presenting thousands of live performances each year. And George Brown is right in the heart of it. Theatre Arts students are taught by talented full-time faculty and the best of Toronto's working professionals and are given a chance to shine in the George Brown theatre season. The Dance program is taught in association with Ballet Jörgen, a world-renowned, innovative choreographic company that offers students apprenticeship and performance opportunities with the Company.

Photo by Andrew Davidson

The City at Your Doorstep

SJ – St. James Campus
200 King Street East
Hospitality & Tourism Building
300 Adelaide Street East

N – Nightingale Campus
2 Murray Street

CL – Casa Loma Campus
160 Kendal Avenue

Academic Bridging

Literacy and Basic Skills
Academic Upgrading
Academic Upgrading for Deaf and Hard-of-Hearing Adults
College Vocational Program

School of Business

Centre for Financial Services Education
- Financial Planning Stream
- Accounting Stream
- Financial Services Management Stream

Marketing in the New Economy (Post-Diploma)
- Database Marketing
- Sport and Event Marketing
- Financial Services Marketing
- Business Intelligence/Marketing Analysis

Business Administration
- Marketing
- Human Resources
- Management Studies
- Business Vocational Certificate
- Business Management (Post-Diploma)

Office Administration – Medical

School of Fashion and Creative Technologies

Fashion Technology and Design
Fashion Management
Furniture Technician (Production and Design)
Gemmology
Jewellery Arts
Jewellery Repair

School of Graphic Communications

Graphic Design
Graphic Design Production
Digital Media (Post Diploma)
Visual Arts Fundamentals
Sign Graphics

School of General Arts and Sciences

General Arts and Science
General Arts and Science/Native Studies

School of Performing Arts

Dance – Performance Foundation
Dance – Performance Studies
Introduction to Performing Arts Careers
Theatre Arts

Faculty of Community Services

Activation Co-ordinator/Gerontology
Assaulted Women's and Children's Counsellor/Advocate
Career and Work Counsellor
Child and Youth Worker
Human Services Counsellor
Intervenor for Blind and Deaf People
Community Worker
Early Childhood Assistant
Early Childhood Education
Pre-Interpreter
American Sign Language – English Interpreter
Behavioural Science
Redirection Through Education
Personal Support Worker
Labour Studies and Human Rights

Faculty of Health Sciences

Orthotic/Prosthetic Technician
Clinical Methods in Orthotics/Prosthetics (Post Diploma)
Dental Assistant Level I and II
Dental Hygiene
Dental Office Administration
Dental Technology
Denturism
Restorative Dental Hygiene (Post Diploma)
Fitness and Lifestyle Management
Hearing Instrument Dispenser
Hearing Instrument Specialist
Nursing
Practical Nursing
Registered Nurse Critical Care (Post Diploma)
Registered Nurse Operating Room (Post Diploma)
Registered Nurse Perinatal Intensive Care (Post Diploma)
Health Information Management

Faculty of Hospitality and Tourism

Baking and Pastry Arts
Chef Training
Culinary Specialties (Aboriginal Cuisine)
Chinese Cuisine (Basic and Advanced)
Culinary Arts – Italian (Post Diploma)
Culinary Management
Food and Beverage Management (Restaurant Management)
Food and Nutrition Management (Post Diploma)
Food Service and Bartending
Exposition, Convention & Trade Show Management
Hotel Management

Language Training

Summer English Program for International Students
Language Instruction for Newcomers to Canada (LINC)
Intensive English as a Second Language
Intensive English as a Second Language for International Students
Teaching English as a Second Language to Adults (TESL)

Faculty of Technology

Architectural Technician
Architectural Technology
Building Restoration Technician
Building Renovation Technician
Construction Engineering Technician
Construction Engineering Technology
Heating, Refrigeration, and Air Conditioning Technician
Electrical Engineering Technician
Electronics Engineering Technician
Electronics Engineering Technology
Electronics (Distance Education)
Mechanical Engineering Technology
Mechanical Engineering Technician – Industrial Maintenance
Computer Programmer
Mechanical Engineering Technician – Tool and Die Making
Computer Systems Technician (Information Systems Support Specialist)
Computer Programmer Analyst
Microelectronics Manufacturing Techniques – Surface Mount
Manufacturing Engineering Technology – Surface Mount Microelectronics
Microelectronics Manufacturing Techniques – Semiconductor
Manufacturing Engineering Technology – Semiconductor Microelectronics

Published October 2000

Illustration: Scott Thornley & Company Inc. Principal Photography: Jeremy Mimnagh. Pg 8 Courtesy of the Toronto Argonauts Football Club

How to get more info:

1. Visit our Web site: www.gbrownc.on.ca. and complete our on-line form.
2. Call (416) 415-2000 or 1-800-265-2002.
3. E-mail: Info@gbrownc.on.ca
4. Complete the form in the middle of this brochure and pop it in the nearest mailbox. No stamp needed.
5. Complete the form and fax it to (416) 415-4993.

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THE CITY COLLEGE

GEORGE BROWN

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Electives Information Package

September 2000

PROGRAMS/SEMESTERS OFFERING ELECTIVE COURSES

The following programs/semesters offer elective courses in September 2000 in the semester noted.

MAJOR CODE	PROGRAM NAME	SEMESTER
	Casa Loma Campus	
P102	Dance Performance Studies	1
R101	General Arts & Science	1, 3
R102	Intro to Performing Arts Careers	1
R103	General Arts & Science – Native Studies	1, 3
S100	Dental Technology	3
S101	Denturism	1
S112	Dental Hygiene	1
S114	Fitness & Lifestyle Management	1
T100	Air Conditioning, Refrigeration Engineering Technician	3
T101	Construction Engineering Technician – Management	3
T109	Architectural Technology	3
T111	Electrical Engineering Technician	3
T113	Electronics Engineering Technology	3
T116	Mechanical Engineering Technician – Tool & Die	3
T121	Mechanical Engineering Technology – Design	3
T127	Computer Programmer Analyst	3
T128	Information Systems	3
T130	Electronics Technician – Microcomputer	3
T132	Architectural Technician	3
T135	Manufacturing Engineering Technology – Surface Mount Microelectronics	3
T201	Computer Programmer	3
	St. James Campus	
B102	Office Administration – Medical	3
B139	Health Information Management	3
B140	Business – Human Resources	3
C101	Community Worker	3
C102	Activation Co-ordinator/Gerontology	3
C103	Human Services Counsellor	1
C104	Child & Youth Worker	1, 3
C109	Career & Work Counsellor	1
C110	American Sign Language – English Interpreter	1, 3
C113	Pre-Interpreter	1
G102	Graphic Design	3
G104	Sign Graphics	3
S107	Nursing	2, 3
S109	Practical Nursing	1

COURSE DESCRIPTIONS - FALL 2000 ELECTIVES

Arts & Humanities

GHUM 1017-Children's Literature
This course will focus on 19th and 20th century literature for children, providing an historic look at early European children's literature, including works by Perrault and Grimm to modern day literature. Students will also look at collections of books according to genre (fairy tales, problem novels, fantasy). The majority of books will be "classics" in children's literature. However, some popular literature will also be examined.

GHUM 1025-Speaking with Confidence- A Social Issues Approach
Through an examination of contemporary issues, this course aims to enhance students' understanding of themselves and the society in which they live. As well, the course is designed to improve students' oral presentation skills. Students will learn effective oral presentation skills, the impact of the non-verbal aspects of communication, and listening and evaluating skills.

GHUM 1043-Living with Dying
Since each of us must eventually face our own death, and since many of us are left to grieve when persons we love and care for die, "Living with Dying" will provide the knowledge to help us cope better with these eventualities. Drawing from disciplines including philosophy, ethics, psychology, sociology and the anatology, students are helped with such questions as "What should I say to someone who has experienced a death? Are there things that I should or do? What should I do to be prepared for my own death? Are my fears normal? Am I grieving the way I should? If I'm suffering, is euthanasia an option? Is there really proof of life after death?"

GHUM 1052-World Religions
The practice of religion is widespread and unique to humans. It shapes and reflects the deepest convictions of people about what is most important in life. This course explores the nature of religious experience and introduces the worldviews, ethics, practices and beliefs of each of the world religions. A brief background of the origin and development of each religion is included. Additionally, the course explores contemporary issues relating to the world religions as well as beliefs, practices and ethics of the major religions which have relevance to the personal and the public arena.

GHUM 1178-The Business of Inquiry: Learning and Philosophy
Want to get to the top-study philosophy! This course arose from business saying the most important skills they want are "learning skills" and that, surprisingly, the highest performers in business program tests are consistently those who studied philosophy and liberal arts, rather than business. The aim is to develop your learning skills by introducing you to basic practices, questions and positions on fundamental philosophic questions in a lively, accessible manner. The course uses the WWF, Nike, detergents, the Cola wars, Bre-X, the Matrix and other examples to raise and discuss philosophic problems concerning knowledge, religion, morality and what is real.

GHUM 1005-Holistic Health: Our Responsibility
This course will lead students through a critical examination of the traditional western interventionist medical model of health care and compare it cross-culturally and historically to alternative approaches. The macro focus of the first half of the course will switch to micro focus in the second half in which each course participant will be encouraged to closely examine his/her own physical, mental, emotional, social and spiritual health. Students enrolling in this course should be interested in identifying stresses in their lives and be keen to try new methods of stress management. Each student will be required to participate in activities and hands-on exercises pertaining to lifestyle choices, which impact health and well being.

GHUM 1079 -Film Studies
This is an introductory course in film studies that looks at technical aspects of film-making, historical development in film innovation, and interpretive models of film analysis. The course is divided into two parts: the first part will focus on the use of the camera, editing, lighting, sound and other aspects that make up film art; the second part deals with various film genres and interpretations of film.

GHUM 1006-Introduction to Spanish
This beginner's course introduces the grammar, pronunciation and vocabulary that will give students a basic knowledge of Spanish to use in their personal lives, communities and workplaces. It will develop their conversational and reading skills as well as their appreciation for the Spanish language. In addition, it will include a focus on culture, history and society that will enhance their knowledge and understanding of Hispanic cultures.

GHUM 1007-Introduction to Ojibway
This course is designed to introduce the basic vocabulary, common usage, and grammatical structure of Ojibwa. It will motivate and stimulate oral and written expression and reading in Ojibwa. In the process students will acquire a better understanding of Aboriginal culture, for language is the basis of one's perception and inherent way of life. Nishnaabe Bimaadzzin Kinoomaadwinan, teachings of the Medicine Wheel guideline, will be used.

GHUM 1005-Native Arts and the Media
This course introduces students to Aboriginal traditional and contemporary art forms; primarily in Canada, but also exploring Aboriginal art south of the border. Students will be expected to explore local Aboriginal art venues: galleries, theatre productions, musicals or other art forums. Discussion will emphasize on holistic point-of-view, focussing on the Native creative process and the philosophy behind various art forms presented.

GHUM 1004-Native Heritage, Culture & Identity
Students will reconstruct an historical timeline of important events and their outcomes, with an emphasis on learning about culturally diverse groups of Aboriginal people in Canada. Early Europeans depended upon Aboriginal people for their knowledge of the land; therefore, discussion will center on ways that indigenous peoples helped early Europeans and other immigrants to survive and prosper on this continent, and in doing so, transformed the world.

GHUM 1169 -NEW! Hope and Hardship
Most of us are immigrants. Canada's history is one of wave after wave of immigrants from all over the world. This course is designed to explore the achievements, losses, contributions and disappointments of immigrants through films, literature, guest speakers, oral history and 'case studies'. The impact of Canadian First Nations, Unions, social and economic systems is examined and events that have been highlighted or omitted are reviewed and analyzed.

Social Sciences

GSSC 1027-Personal Finance
This is a practical and theoretical course in personal financial planning. Topics covered include personal income tax, wills, insurance, retirement, saving and investing, stocks and mutual funds and home mortgages. The course will also examine some of the broader socioeconomic issues surrounding these topics.

GSSC 1020-International Interactions
This course helps students to develop a socio-cultural awareness, which could lead to better business interactions in the world marketplace.

GSSC 1058-Introduction to Psychology
Through an examination of many of the major areas of psychology, this introduction gives a basic understanding of human behaviour and is intended to enable the student to understand him/herself and to deal more effectively with others. The topics are general and include perception and sensation, learning, life long development, social interaction, abnormal behaviour and altered states of consciousness.

GSSC 1064-Introduction to Sociology
This course will identify the basic perspectives of sociology. Students will use this framework to better understand various aspects of Canadian society.

GSSC 1178-Never Done: Women's Work Around the World
This course examines women's paid and unpaid work in Canada and internationally. Students have an opportunity to explore issues that affect women's working lives – inequality of pay, the "double day" (combining work inside and outside the home), discrimination and other barriers to women's full participation in the workforce. Students also evaluate worldwide strategies to improve women's status in the workforce.

GSSC 1084-Human Relations
Employers are depending more and more on tests which measure a potential candidate's emotional intelligence rather than just looking at qualifications on a resume. Learn about who you are and how you can maximize your human relations potential to get a jump to the front of the line through experiential exercises, discussions, lectures, and active participation in this course. Topics covered include personality theories, emotional intelligence, leadership styles, motivation, defensiveness and conflict resolution.

GSSC 1162-NEW! Crime and Punishment
This course is an overview of the criminal justice system. It uses actual case histories to explore the historical, theoretical, sociological and political contexts of the criminal law and its administration in Canada.

Science and Technology

GSCI 1044-Boundaries of Science
What are the chances that intelligent life exists somewhere else in the universe? How did the ancient Egyptians build their great pyramids? What is the most widely accepted theory today on the reason for the extinction of the dinosaurs? These questions, and many more, will be explored in this course in an informal and lively manner. In the process, the student will become familiar with important ideas in modern science, which they can use as a foundation for their own further explorations.

GSCI 1172-Bodyworks
In this fascinating look at the inner workings of the body, you will discover the answers to frequently asked questions such as "How does the human eye see? What is cancer?" and you will learn how to find the best answers to questions of this nature. Bodyworks is a survey course designed to acquaint the student with the basic structures and functions of the body. The course emphasizes how organ systems function to maintain a stable environment within the body. Issues in healthcare and overall wellness are addressed. Some frequently seen diseases and their treatments are addressed. The student is also introduced to the language of medicine and pharmacology.

GSCI 1045-Nutrition
This course will examine basic principles of nutrition. Based on a review of the gastrointestinal system, energy sources, macronutrients, nutrient function and dietary sources, students will evaluate their own nutritional status. Behavioural aspects of diet and weight management will be considered as well as the effects modern technology and cultural diversity and aging have on views of nutrition. Aspects of nutrition related to disease and physical and mental health, alternative therapies, and other controversial areas will be addressed. Upon completion of this course, students will have the basis for assessing their own diet for nutritional adequacy, and for putting into practice some of the concepts for overall better health.

Important Information to Help You Choose Your Elective for September 2000

General Education is intended to provide college graduates with the knowledge, skills and understanding to fulfill their personal growth and development.

George Brown College offers students a variety of choices in the three major categories of study as established by the College Standards and Accreditation Council (CSAC).

Category of Study	Course Category Code	Example
Arts and Humanities	GHUM	GHUM 160 Art & Music in the Western World
Social Sciences	GSSC	GSSC 1144 Working in a Diverse Workforce
Science and Technology	GSCI	GSCI 1045 Nutrition

In two- and three-year programs, students are required to earn **FOUR** general education credits, two of which may be vocational/general education credits. In a one-year certificate program, students are required to earn **TWO** general education credits.

To ensure that everyone acquires a breadth of knowledge and understanding, students must take at least **ONE** subject from each of these categories.

It is the student's responsibility to ensure that the proper general education course components are completed. If students need clarification, academic advisement or further information about these general education requirements as they relate to their particular program of study, they are encouraged to speak to their General Education professors or to the Chair of Interdisciplinary Studies at their campus.

HOW TO REGISTER FOR YOUR ELECTIVES

Step #1 - Make your choices. Complete all the sections below prior to submitting elective choices.

First Choice (CRN)	Second Choice (CRN)	Third Choice (CRN)

Student Number _____ **Student Name** _____

Program Code/Name_____ **Semester**_____

Step #2 - Submit your choices.

- Be prepared with your student name and number, program code, program name, semester and a list of 3 CRN's.
- Call (416) 415-4998 between 8:30 a.m. and 4:00 p.m. Monday to Friday.
- You may go to the Registration Centre at:

  CASA LOMA: Monday to Thursday 9:00 a.m. to 4:00 p.m. and Friday 10:30 am to 4:00 p.m.

  OR

  ST. JAMES: Monday to Thursday 9:00 a.m. to 7:00 p.m. and Friday 11:00 a.m. to 4:00 p.m.

Note: There are drop boxes at both campuses for your use outside of office hours.

OR

- You may go to your Academic Department Monday to Friday between 8:30 a.m. and 4:00 p.m. starting August 1st, 2000.

ELECTIVES – SEPTEMBER 2000
ST. JAMES CAMPUS

Program Code	Program Name	Semester(s)
C102	Activation Coordinator/Gerontology	3
C110	Sign Language Interpreter	1, 3
G102	Graphic Design	3

CHOOSE ONE **All courses are held Wednesdays from 1 – 4 p.m.**

CHOICES		Course Code	CRN	Course Name
		GHUM 1017	17860	Children's Literature
		GHUM 1171	20150	Jazz : History and Culture
		GSCI 1042	21032	Information Systems & Society
		GSSC 1027	20151	Personal Finance
		GSSC1005	20152	Holistic Health – Our Responsibility NEW
		GSCI 1172	21033	Bodyworks

Program Code	Program Name	Semester(s)
B102	Office Administration – Medical	3
B139	Health Information Management	3
B140	Business – Human Resources	3
G104	Sign Graphics	3
C103	Human Services Counsellor	1
C109	Career & Work Counsellor	1

CHOOSE ONE **All courses will be held on Tuesdays from 8 –11 a.m.**

CHOICES		Course Code	CRN	Course Name
		GHUM 1052	20146	World Religions
		GHUM 1079	17857	Film Studies
		GHUM 1178	21031	The Business of Inquiry: Learning & Philosophy
		GSSC 1003	20148	Truth & Lies-Understanding Statistics NEW
		GSSC 1020	20147	International Interactions
		GHUM 1074	17851	Parapsychology
		GSSC 1084	20153	Human Relations

ELECTIVES – SEPTEMBER 2000
ST. JAMES CAMPUS

Program Code	Program Name	Semester(s)
C101	Community Worker	3
C109	Career & Work Counsellor	1
C113	Pre-Interpreter	1
S107	Nursing	2, 3
S109	Practical Nursing	1

CHOOSE ONE **All courses are held Thursdays from 1 – 4 p.m.**

CHOICES	Course Code	CRN	Course Name
	GHUM 1017	17866	Children's Literature
	GHUM 1043	17869	Living with Dying
	GSSC 1005	21034	Holistic Health – Our Responsibility
	GSSC 1178	21035	Never Done: Women's Work Around the World NEW
	GSSC 1027	20151	Personal Finance
	GSSC 1084	20352	Human Relations
	GSCI 1045	17859	Nutrition

Program Code	Program Name	Semester(s)
C104	Child & Youth Worker	1, 3

CHOOSE ONE **All courses are held Wednesday from 1 – 4 p.m.**

CHOICES	Course Code	CRN	Course Name
	GHUM 1025	20155	Speaking with Confidence
	GSSC 1162	20156	Crime and Punishment
	GHUM 1079	19354	Film Studies
	GHUM 1169	20157	Hope and Hardship

ELECTIVES – SEPTEMBER 2000
CASA LOMA CAMPUS

Program Code	Program Name	Semester
R101	General Arts & Science	1

CHOOSE ONE **All courses are held Fridays from 1 – 4 pm.**

		Course Code	CRN	Course Name
CHOICES		GHUM 1005	20212	Natives Arts and the Media
		GHUM 1006	20213	Introduction to Spanish NEW
		GHUM 1007	20214	Introduction to Ojibway
		GHUM 1052	20103	World Religions
		GHUM 1060	20104	Art & Music in the Western World
		GHUM 1079	20107	Film Studies
		GSCI 1044	17837	Boundaries of Science

Program Code	Program Name	Semester(s)
P102	Dance - Performance Studies	1
S100	Dental Technology	3
S101	Denturism	1
S112	Dental Hygiene	1
S114	Fitness & Lifestyle Management	1
T101	Construction Engineering Tech'n Management	3
T109	Architectural Technology	3
T111	Electrical Engineering Technician	3
	Electronics Engineering Technology	3
T116	Mechanical Engineering Tech'n-Tool & Die	3
T121	Mechanical Engineering Technology-Design	3
T128	Information Systems	3
T132	Architectural Technology	3

CHOOSE ONE **All courses are held Wednesday from 8 – 11 am.**

		Course Code	CRN	Course Name
CHOICES		GHUM 1025	17834	Speaking with Confidence
		GHUM 1052	20108	World Religions
		GHUM 1060	20110	Art & Music in the Western World
		GSSC 1003	20113	Truth & Lies-Understanding Statistics NEW
		GSSC 1058	17842	Introduction to Psychology
		GSSC 1064	17879	Introduction to Sociology
		GHUM 1079	17876	Film Studies
		GSSC 1162	20109	Crime & Punishment
		GSSC 1034	20519	Introduction to Economics
		GSCI 1024	20112	Environmental Science
		GSCI 1151	20111	The Sciences of Life

ELECTIVES – SEPTEMBER 2000
CASA LOMA CAMPUS

Program Code	Program Name	Semester
R102	Intro to Performing Arts Careers	1
S100	Dental Technology	1
T100	Air Conditioning Refrigeration Eng. Technician	3
T127	Computer Programmer Analyst	3
T130	Electronics Technician-Microcomputer	3
T135	Manufacturing Engineering Technology-Surface Mount Microelectronics	3
T201	Computer Programmer	3

CHOOSE ONE **All courses are held on Fridays from 1 – 4 p.m.**

		Course Code	CRN	Course Name
CHOICES		GHUM 1052	20103	World Religions
		GHUM 1060	20104	Art & Music in the Western World
		GHUM 1079	20107	Film Studies
		GSSC 1027	20106	Personal Finance
		GSSC 1058	17835	Introduction to Psychology
		GSSC 1064	18520	Introduction to Sociology
		GSCI 1044	17837	Boundaries of Science

Program Code	Program Name	Semester
R101	General Arts & Science	3

CHOOSE ONE **All courses are being held Wednesdays from 8 – 11 am.**

		Course Code	CRN	Course Name
CHOICES		GHUM 1004	20215	Native Heritage, Culture & Identity
		GHUM 1006	20216	Introduction to Spanish NEW
		GHUM 1052	20108	World Religions
		GHUM 1060	20110	Art & Music in the Western World
		GSSC 1003	20113	Truth & Lies-Understanding Statistics NEW
		GHUM 1079	17876	Film Studies
		GSSC 1162	20109	Crime & Punishment
		GSCI 1034	20519	Introduction to Economics
		GSCI 1151	20111	The Sciences of Life

APPLICATION FOR EXEMPTION FORM

Applications must be submitted by the 10th day of class in each term.

STUDENT: COMPLETE ALL INFORMATION REQUIRED BELOW & ON THE BACK OF FORM.

Student I.D.#: _____ Phone: (___)_____

Last Name: _____ First Name: _____

Program Title: _____ Code: _____ Semester: _____

Student's Signature: _____ Date: _____

1. Exemption Application for Semester: _____ GBC Course Title: _____

Course Code: _____ CRN#: _____ The following is in support of this application:

University/College/High School: Name: _____

Course(s) taken: _____ Year: _____ Final Grade: _____

Faculty Decision: **Exemption to be:** ☐**Granted** ☐**Denied**

Comments: _____

Authorization Signature: _____ Date: _____

2. Exemption Application for Semester: _____ GBC Course Title: _____

Course Code: _____ CRN#: _____ The following is in support of this application:

University/College/High School: Name: _____

Course(s) taken: _____ Year: _____ Final Grade: _____

Faculty Decision: **Exemption to be:** ☐**Granted** ☐**Denied**

Comments: _____

Authorization Signature: _____ Date: _____

Student: Please fill in your name and address in the box below since this section of the form will be mailed back to you.

Thank you!

Name: _____

Address: _____

City: _____

Postal Code: _____

FOR OFFICE USE:
Your request for course exemption(s) has now been evaluated. **Decision(s) stated below:**

1. Course Title:_____
CRN # _____
GRANTED ☐ DENIED ☐

2. Course Title:_____
CRN # _____
GRANTED ☐ DENIED ☐

3. Course Title:_____
CRN # _____
GRANTED ☐ DENIED ☐

Should you require further information, please contact your Academic Department.

Revised June'00
Registrar's Office

APPLICATION FOR EXEMPTION FORM Cont'd.

- ***PLEASE NOTE: Students on average can have two exemptions in any one term before dropping to part-time status, thereby affecting tuition fees, OSAP eligibility and applicable tax status.***

3. Exemption Application for Semester: _____ GBC Course Title: _____

Course Code: _____ CRN#: _____ The following is in support of this application:

University/College/High School: Name: _____

Course(s) taken: _____ Year: _____ Final Grade: _____

Faculty Decision: **Exemption to be:** ☐ **Granted** ☐ **Denied**

Comments: _____

Authorization Signature: _____ Date: _____

Definition – EXEMPTION

- ***The student is granted exemption from enrolling in a prescribed course because of previous academic work at another academic institution.***
- ***Exemption is determined by application to the course Chairperson in advance of the start of the term and no later than the 10th day of class.***
- ***Students will be assigned a grade of EX for exempted courses. The EX grade(s) will not be calculated in the G.P.A.***
- ***The granting of an exemption(s) is initiated at the student's request to have previous academic achievement taken at other institutions evaluated for credit towards certification at George Brown College.***

Procedures for Obtaining a Course Exemption:

1. ***Applications must be submitted by the 10th day of class in each term.***
2. ***Students must complete the Application for Exemption Form, including the name and address box, (at the bottom of the front of the form), since that section will be mailed back to the student with the decision stated.***
3. ***For the exemption application to be evaluated, students must sign their completed Application For Exemption Form and attach a copy of transcript(s) and course description(s), (if other than George Brown).***
4. ***The completed, signed form and its supporting documents should be mailed to the appropriate Academic Dept. A list of addresses for Academic Department Offices is enclosed.***

Academic Department Offices

THE CITY COLLEGE
GEORGE BROWN

Casa Loma Campus

160 Kendal Ave., Toronto, Ontario M5R 1M3
Registration Centre – 160 Kendal Ave., 3rd Floor, Toronto, Ontario M5R 1M3

A Building: 37 Dartnell Ave.
B Building: 175 Kendal Ave.
C Building: 160 Kendal Ave.
D Building: 1 Dartnell Ave.
E Building: 146 Kendal Ave.

Allied Health	B Bldg., 175 Kendal Ave.	Room B204	415-4543
Interdisciplinary Studies (Math/Eng./Gen.Ed.)	St. James Campus	Room 490F	415-4455
Fashion & Creative Tech.	C Bldg. 160 Kendal Ave.	Room C465	415-4840
Theatre Arts	C Bldg. 160 Kendal Ave.	Room C120	415-2167
Dance	C Bldg. 160 Kendal Ave.	Room C214	415-2035
Interdisciplinary Studies (Math/Eng./Gen.Ed.)	St. James Campus	Room 313A	415-2085
Science & Technology			
Building/Const./Environ.	C Bldg. 160 Kendal Ave.	Room C211	415-4360
Electrical/Electronics/Mech.	C Bldg. 160 Kendal Ave	Room C525	415-4398
Information Technology	C Bldg. 160 Kendal Ave.	Room C430	415-4401
Interdisciplinary Studies (Math/Eng./Gen.Ed)	C Bldg. 160 Kendal Ave.	Room C430	415-4401

St. James

200 King St. E. Toronto, Ontario M5A 3W8
Registration Centre – 200 King St. E. Main Floor, Toronto, Ontario M5A 3W8

Art & Design	St. James Campus	Room 313A	415-2137
Business	St. James Campus	Room 313A	415-2160
College Vocational	St. James Campus	Room 580C	415-2503
General Arts & Science	St. James Campus	Room 313A	415-2085
Interdisciplinary Studies (Math/Eng./Gen.Ed.)	St. James Campus	Room 313A	415-2195/2085
Community Services	St. James Campus	Room 440E	415-2185
Activation Coordinator/Gerontology	St. James Campus	Room 490F	415-2069
Nursing & Practical Nursing	St. James Campus	Room 490F	415-2069
Personal Support Worker	St. James Campus	Room 490F	415-4455
Health Sciences Post Diploma Nursing & C.E.	St. James Campus	Room 701	415-2073
Interdisciplinary Studies (Math/Eng./Gen.Ed.)	St. James Campus	Room 490F	415-4455

Faculty of Hospitality & Tourism

300 Adelaide St. E., Toronto, Ontario M5A 1N1

Hospitality	Hospitality Centre	Room 111	415-2226

Nightingale Campus

2 Murray Street, Toronto, Ontario M5T 1T7

Community Services	Nightingale Campus	Room 348A	415-2310
Early Childhood Education	Nightingale Campus	Room 348A	415-2310/3211
Interdisciplinary Studies	St. James Campus	Room 490F	415-4455

Look into our
2000 Full-time
Programs Guide

THE CITY COLLEGE
GEORGE BROWN

THE CITY COLLEGE
GEORGE BROWN

How will George Brown help me get there?

Your rewarding future starts here. Choose a George Brown program and you are on track for career and life success. We have:

- *programs that meet future job market needs*
- *facilities that mirror workplace reality*
- *caring, expert teachers*
- *affordable tuition fees*
- *valuable industry connections*
- *a great downtown Toronto location*

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What is George Brown's approach to education?

You need real, in-demand skills for career success. You know it. We know it. That is why giving you those skills is our first priority. So you get much more than a narrowly focused program that prepares you for one specific job. Employers want people with excellent communications and math skills as well as the "soft skills" and broad-based knowledge provided by general education subjects. That's all part of your program at George Brown.

Why choose a downtown college?

It's easy and fast to get to — and offers you so much more. Our students find the best work experience in Canada near our campuses. Plus great social, entertainment and recreation opportunities are minutes away too. It's all right here.

What should my next steps be?

Look through this book. Find the programs you like and read all about them. Call with questions. Do some research. Then, when you've made up your mind, send in an application. *(See page 291.)*

George Brown.

Making the future work for you.

THE CITY COLLEGE
GEORGE BROWN

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Academic Programs at George Brown College

George Brown College offers a variety of preparatory, post-secondary certificate, diploma, and post-diploma programs to students at three sites within the heart of one of the world's most exciting cities. Programs in community services and health sciences, hospitality and tourism, business, technology and the creative arts provide learning opportunities for students to develop the knowledge and skills that will make them productive, thinking and contributing citizens of Toronto, Ontario and Canada.

Our programs are applied in nature and focus on learning outcomes that have been developed through consultation with business and industry to meet their needs for competent employees who will be able to grow with them into the new millennium. Many of our programs include work placement experiences designed to provide students with an opportunity to apply their developing knowledge and skills in a structured manner.

Program advisory committees made up of representatives of the professions covered by our programs meet regularly to provide input into the changing needs of their sector and a comprehensive program review process ensures that the quality of our programs remains high. All of our programs provide a mix of program-specific content, generic skills, and general education. This ensures that our graduates have the knowledge and skills associated with their chosen vocational field as well as the flexibility and commitment to life-long learning that will make them contributing and productive employees immediately upon graduation as well as in the longer term.

Program Advisory Committees

Program Advisory Committees play an important role in educational programming at George Brown College by providing the link between the College and the communities it serves. These committees enable the College to respond thoughtfully to current needs and assist in the identification of trends and changes in the marketplace. Committee members assist in maintaining the educational currency of our programs by identifying the needs of the business, industrial and social sectors served by College programs. Responsibilities of Program Advisory Committees include:

- Identification of knowledge, skills and characteristics required of graduates
- Contributing to curriculum development and program review
- Monitoring of program currency and quality
- Identification of future directions and areas of development for the sector
- Advising on facilities and equipment
- Recommending placement and employment opportunities for graduates
- Providing liaison between the College and employers within the sector

Program Review and Renewal

The program review process at George Brown College is a continuous academic assessment and evaluation designed to maintain excellence in our academic programs. All programs are monitored regularly through formal and informal discussions with Program Advisory Committees, program faculty, students and graduates. In addition, every program undergoes a comprehensive formal review at least every five years. Following a formal review, interim evaluations are structured to monitor the implementation of recommendations. Through this comprehensive, collaborative review process involving all stakeholders, George Brown endeavours to ensure that its programs are current and responsive to employer and student needs.

General Education and Generic Skills

Purpose of General Education

An educated person is one who is able to act and interact in a variety of economic, social, cultural and political environments. George Brown College is committed to ensuring that its graduates are effective and contributing members of their workplace as well as within their community and their country. Employers have repeatedly stated that the most effective employees are those who are able to think broadly and proactively, solve problems, communicate effectively, and interact with others in team-based environments. General education courses, included in all College post-secondary programs, are designed to develop these broad-based skills through the study of subjects and issues that are central to life in our society.

General education courses are designed to increase students' educational, social and economic opportunities in a rapidly changing world by engaging them in a wider multidisciplinary educational experience that is part of a program of life-long learning. Centred in the humanities, natural sciences and social sciences, general education courses encourage students to:

- Reflect critically upon themselves, their own and other cultures, societies and institutions
- Participate more effectively as citizens in the social, political and economic life of their communities
- Develop the abilities to formulate and achieve personal goals
- Understand the continuities of the human experience within a culturally diverse world
- Strengthen their ability to express themselves cogently on a variety of human issues, and
- Develop and utilize communication, interpersonal and critical thinking skills

General Education Requirements

Most two- and three-year programs require four general education courses. In a one-year certificate program, students are required to complete two general education credits. With a few exceptions, the general education curriculum consists of a Foundations general education course and a mix of general education electives. To ensure that students acquire a breadth of knowledge and understanding and to optimize choice in the selection of general education courses, the curriculum is organized into three categories:

Arts and Humanities	Example	GHUM 1026	Canadian Literature
Social Sciences	Example	GSSC 1013	Working in the 21ST Century
Science and Technology	Example	GSCI 1172	Bodyworks

In most general education courses, students have an opportunity to interact with students from a variety of program areas further enriching their learning experience. To graduate, students must have at least one general education course in each of these three categories.

Generic Skills

Employers also expect employees to be effective communicators and to have basic computer skills. Consequently, all graduates of George Brown College are required to demonstrate facility with English language and computer literacy.

Continued on page 10.

General Education and Generic Skills cont

English Language Requirements
Most students enrolled in post-secondary programs at George Brown College study either COMM 1007 or COMM 1003, in their first semester, depending on the results of placement testing.
- COMM1003 is a non-credit course designed to prepare students for COMM1007.
- COMM 1007, College English, is a credit course that focuses on the development of effective communication strategies to inform and persuade. COMM1007 is a prerequisite for COMM 1034.

Students in Business and Technology programs will also take one or both of the following courses before completing their program:
- COMM1034, Professional Communications I, develops technical and business communication strategies with application to the workplace. COMM1034 is a prerequisite to COMM1035.
- COMM1035, Professional Communications II, develops advanced research skills needed to produce more complex, professional documents and presentations.

Computer Literacy
All students are required to complete a course in Computer Skills and Applications which provides the basic skills for computer use and Internet research required in most workplaces today.

Student Responsibility
It is the responsibility of each student to ensure that the general education and generic skills requirements of his or her program are completed. If students would like further clarification, information or academic advisement regarding general education and generic skills courses as they relate to their program, they are encouraged to contact the Chair of Interdisciplinary Studies in their Faculty or the Coordinator of Interdisciplinary Studies at their campus.

Academic Bridging

We help you get the skills you need to move ahead with your education or a job. Academic Bridging programs are designed to fill the gaps in your qualifications, whether you need to upgrade academic subjects like English and math, or focus on employment skills like reading, writing and job searching.

Non-traditional learners are our specialty: people looking to college for a brighter future, but who do not necessarily have the typical background and prerequisites. Academic Bridging serves a wide range of students: young people who left school prematurely; adults unfamiliar or uncomfortable with academic subjects; older people preparing to train for a new career; and deaf and hard-of-hearing adults.

Literacy and Basic Skills Program (LBS)

Program code: A737 **Starting**: Every 4 weeks No Fees
St. James Campus **Certification**: Certificate
Apply to George Brown College

This program gives adults the opportunity to upgrade skills in communications and math, and also gain computer skills. It provides access to students who need to upgrade in English and math in order to prepare for post-secondary programs, further skills training or employment. Students are placed according to assessment results and academic or employment goals. Various program options allow for flexibility in course combinations. LBS also offers counselling services and students may be eligible for transportation allowance. Intake is every four weeks. For more information, call (416) 415-2427.

Admission Requirements
Admissions test.

Student Selection
Call the number at right for an appointment.

Courses
Students will choose one or more courses.

ENGL7028, 7030, 7031	English
MATH7001, 7052, 7053	Mathematics
COMP7025	Computer Literacy
PREP7070, 7071	Orientation

For more information, call the Academic Bridging Department at (416) 415-2427 between 9 a.m. and 4 p.m.

Academic Upgrading

Program code: A725 **Starting**: Sept., Jan., May **Fees**: For International students only. Contact International Centre (416) 415-2115 for details.
St. James Campus Summer classes may be offered
Apply to George Brown College

Our Program
The Bridging program is designed for adults who need academic preparation for entrance to skill training programs or post-secondary programs. Candidates are admitted on a semester basis. After an assessment, students in the Bridging program are placed in an appropriate individualized program consisting of one or more of the courses listed at right.

This program is offered for those who are not eligible for our LBS program.

Admission Requirements
Admissions test.

Student Selection
Call the number at right for an appointment.

Courses
Students will choose one or more courses.

MATH7012, 7013, 7002, 7007	Mathematics
ENGL7005, 7008, 7010, 7002, 7007	English
COMP7014	Computer Literacy

For more information, call the Academic Bridging Department at (416) 415-2427 between 9 a.m. and 4 p.m.

Academic Upgrading for Deaf and Hard-of-Hearing Adults

Program code: A738 **Starting**: September, January No Fees
St. James Campus
1 semester
Apply to George Brown College

Our Program
George Brown College is a leader in education and educational services for deaf and hard-of-hearing people. This is the only college program of its kind in Metro Toronto, with all courses taught in American Sign Language (ASL). The program is for those deaf and hard-of-hearing students who want to upgrade their English, math and computer literacy skills. All of these courses are specially geared to the needs and interests of deaf and hard-of-hearing students.

Applicants are eligible to participate in this program as Literacy and Basic Skills students. Please see Literacy and Basic Skills Program on previous page.

Admission Requirements
Functional level testing in English and math. American Sign Language (ASL) competency.

Student Selection
Call the number at right for an appointment for assessment.

Semester 1

MATH7061	Mathematics – LBS Level 1
ENGL7065	English – LBS Level 1
COMP7038	Computer Literacy – LBS Level 1

Semester 2

MATH7061	Mathematics – LBS Level 1
ENGL7065	English – LBS Level 1
COMP7038	Computer Literacy – LBS Level 1

For further information, call (416) 415-2651 (TTY) or (416) 415-2065 (voice).

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

College Vocational Program

Program code: A101
St. James Campus
1 year (2 semesters)
Apply to OCAS

Starting: September
Certification: Certificate

Our Program

This job-readiness program is designed to meet the unique educational and vocational needs of people who would not normally consider or qualify for entry into a traditional post-secondary program. It is an individualized, supportive program to help bridge the gap for students who have graduated from high school at the basic level, and who are having difficulty finding appropriate and meaningful work. It offers extensive assessment through the use of several vocational tools. In addition, students participate in career planning, communication and life skills training, and work experience placements in the field of their choice. Students use the computer lab to enhance keyboarding skills and to prepare résumés and cover letters. Students enrolled in this program are eligible for loans and grants.

Admission Requirements

Ontario Secondary School Diploma with the majority of credits at the basic level or modified general level, or mature student status (see page 292). Applicants require a pre-admission interview.

Student Selection

All applicants are interviewed before being accepted to the program.

Fees: Total annual fees last year for this program were $1,958.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Semester 1

LIFE1002	Life Skills I
COMM1001	Communication Skills I
MATH1001	Mathematics Skills I
HLTH1001	Fitness I
PREP1003	Society and Self
PREP1001	Vocational Skills/Assessment I

Semester 2

LIFE1003	Life Skills II
COMM1002	Communication Skills II
MATH1002	Mathematics Skills II
HLTH1002	Fitness II
PREP1002	Vocational Skills/Work Placement II

For more information, call the program counsellor at (416) 415-2503 between 9 a.m. and 4 p.m.

Apprentice Training

Apprentice Training

What is an apprentice?

Apprentices learn a skilled trade by combining College courses with paid on-the-job training. Individuals work with a qualified tradesperson, called a journeyperson, until they pass the required exams and have spent the required amount of time learning at work. Apprentices then earn a journeyperson Certificate of Qualification (or "ticket") that allows them to work on their own at a higher rate of pay.

How long do apprenticeships last?

Most apprenticeships last two to five years, with most time spent at work.

What are the entrance requirements?

Employers and unions have established a minimum education requirement (i.e., Grade 12) for some skilled trades. Apprentices must be at least 16 years old.

Why George Brown for apprentice training?

George Brown has trained more apprentices in Ontario over the last 30 years than any other institution. That means you'll get:

- expert, experienced journeyperson teachers
- extensive lab and shop facilities
- flexible training options: full-time, one-day per week, weekends and evenings
- credit for work experience and previous education
- transferable credits towards diploma programs
- exam preparation courses

How do I get started?

It's easy! Call the George Brown faculty that offers the apprentice program that interests you. Telephone numbers are on page 17.

Apprentice Training Programs

Technology

- Carpentry
- Electrical Construction and Maintenance
- Glazier and Metal Mechanic
- Industrial Mechanic (Millwright)
- Construction Millwright
- Plumber
- Refrigeration and Air-Conditioning
- Sheet Metal Worker
- Steamfitter
- Tool and Die Maker
- Surface Mount Assembler
- Microelectronics Manufacturer (pending approval)

Hospitality

- Baker
- Patissier
- Cook

Fashion

- Hairstyling

For information about Technology programs call (416) 415-4400 or long distance 1-800-265-2002, ext. 4400.

For information about Hospitality programs call (416) 415-2225 or long distance 1-800-265-2002, ext. 2225.

For information about the Hairstyling program call (416) 415-4840 or long distance 1-800-265-2002, ext. 4840.

For information about Apprenticeship call the Ministry of Training, Colleges and Universities (416) 326-5800.

Notes

Faculty of Business and Creative Arts

The Faculty of Business and Creative Arts combines the pragmatism of business and the creativity of the arts. From Accounting to Theatre Arts, Graphic Design to Fashion Management, Jewellery Arts to Marketing Administration. And all programs are offered in the heart of Toronto's downtown business, theatre, fashion and graphic communications communities.

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School of Business

Learn the business of tomorrow – today! We are the downtown college. A field trip is putting on your coat and walking down the street. Everything you need is right here – guest speakers, information interviews, visits to employers and industry contacts – all right here at The City College. We are located in the centre of the business and financial core; career opportunities are just steps away. Our location makes it easy for you to connect with employers.

Many of our programs include work experience terms that can spin off into permanent jobs. When combined with your George Brown academic credentials, work experience is an unbeatable door opener.

The School of Business is one of the five schools in the Faculty of Business & Creative Arts, joining with the School of Graphic Communications, School of Interdisciplinary Studies, School of Fashion & Creative Technologies, and School of Performing Arts to create a dynamic range of downtown learning experiences.

Partners in Education

Here are just a few of the many organizations that actively support our programs as employers of our graduates, advisory committee members or program sponsors:

AGF Management Limited
Accountemps
BDO Dunwoody
Bell Mobility
Canada Trust
Canadian Securities Institute
Canadian Tire Corporation Limited
Cossette Communication-Marketing
Ernst & Young
Fidelity Investments Canada Limited
HRPAO
Hudson's Bay Company
International Management Group
Investors Group
KPMG
Kraft Canada Inc.
MacKenzie Financial Corporation
Maple Leaf Foods International
Marketing Magazine
Nike Canada
Ontario Lottery Corporation
PriceWaterhouseCoopers
Raptors
RBC Dominion Securities
Scotiabank
Second Dimension International
Sony Music
Sunoco
TD Bank
TSN
Toronto Star
Toronto Sun
Towers Perrin

Business – Accounting

Program code: B103 **Starting**: September, January
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,173.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Today's financial world requires accountants who are analytical, flexible and motivated to succeed. This two-year program will give you the basic skills necessary to get started on your accounting career path. You will study financial and management accounting, accounting information systems, taxation, and auditing.

Since computers are a part of everyday work in the accounting field, you will also learn practical software applications such as Microsoft Windows, Microsoft Excel, ACCPAC, and some database management.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in accounting and bookkeeping. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Accountants are required in every facet of our society. You may find career opportunities in manufacturing, merchandising, finance, government, public institutions, recreation, and service organizations.

As a new graduate, you may also choose to enter a training program to gain a wide range of experience in various sections of a firm's accounting department, such as accounts payable, accounts receivable, payroll, or cost accounting.

You may also be hired by an organization to troubleshoot and solve problems with more intricate business operations. For example, the federal and provincial governments, with their complex regulations and taxing systems, seek college accounting graduates for employment in the areas of financial management and taxation.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. Access to a computer is highly recommended. OAC credits may qualify for exemption.

Semester 1

ACCT1001	Introduction to Accounting I
COMP10B2	Computer Skills and Applications
COMM1007	College English
BUS1024	Introduction to Business
MATH1021	Mathematics of Finance

Semester 2

ACCT1012	Introduction to Accounting II
ACCT1031	Accounting Information Systems I
MARK1001	Introduction to Marketing for Non-Marketing Students
GNED1003	General Education Foundation
COMM1034	Professional Communications I
ELECT	Elective

Semester 3

ACCT2001	Financial Accounting I
ACCT2011	Management Accounting I
ACCT2012	Accounting Information Systems II
GNEO1031	Microeconomics
COMM1035	Professional Communications II

Semester 4

ACCT2004	Financial Accounting II
ACCT2014	Management Accounting II
ACCT2007	Auditing I
ACCT2013	Accounting Information Systems III
ACCT202B	Taxation I
ELECT	Elective

Semesters 5 & 6 (Third Year Option)

See the Business Administration – Accounting (B107) program on page 24.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Your Future Study Options

Students who successfully complete this program, with a grade point average of at least 2.0, may apply to enter directly into the third year (Semester 5) of the Business Administration – Accounting (B107) program.

Graduates may obtain advanced standing in the CGA (Certified General Accountants) professional accounting program and with certain universities. However, it is advisable for students who intend to seek further educational opportunities to proceed to the third year (as shown above) in order to maximize their advanced standing credits. See the future study options section under "Business Administration – Accounting."

For more information, call the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Business Administration – Accounting

Program code: B107
St. James Campus
3 years (6 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,173.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This three-year program is designed for students who wish to further their education, and obtain a university undergraduate degree, as well as students who wish to obtain the CGA (Certified General Accountants) professional accounting designation.

This three-year program is also ideal for students who wish to secure managerial positions in the field of accounting. After learning the basics, you will study taxation, finance, advanced financial accounting, auditing, law, statistics, and strategic management. In addition to learning manual accounting systems, you will also learn a variety of accounting software applications that you will use every day in your position.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in accounting and bookkeeping. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

As a graduate, you may find employment in a supervisory accounting position and apply your training and skills in areas such as financial accounting, auditing, financial analysis, and management accounting. You will work for public accounting firms, in the private sector, or government. You may also choose to offer your accounting services to small businesses on a consulting basis.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. Access to a computer is highly recommended. OAC credits may qualify for exemptions.

Graduates of Business – Accounting (B103) may apply to be admitted directly into Semester 5 of this program if they have obtained a grade point average of 2.0 or greater. Applicants having credentials from other colleges should request advanced standing.

Semester 1

ACCT1001	Introduction to Accounting I
COMP10B2	Computer Skills and Applications
MATH1021	Mathematics of Finance
COMM1007	College English
BUS1024	Introduction to Business

Semester 2

ACCT1012	Introduction to Accounting II
ACCT1031	Accounting Information Systems I
GNEO1003	General Education Foundation
COMM1034	Professional Communications I
MARK1001	Introduction to Marketing for Non-Marketing Students
ELECT	Elective

Semester 3

ACCT2001	Financial Accounting I
ACCT2012	Accounting Information Systems II
ACCT2011	Management Accounting I
GNEO1031	Microeconomics
COMM1035	Professional Communications II

Semester 4

ACCT2004	Financial Accounting II
ACCT2014	Management Accounting II
ACCT2007	Auditing I
ACCT2013	Accounting Information Systems III
ACCT202B	Taxation I
ELECT	Elective

Semester 5

GNEO1032	Macroeconomics
ACCT300B	Finance I
ACCT3003	Auditing II
ACCT3005	Advanced Accounting I
ACCT3009	Taxation II
STAT1010	Quantitative Methods I

Semester 6

LAW2003	Commercial Law
BUS3001	Strategic Management
ACCT3004	Finance II
ACCT3006	Advanced Accounting II
STAT2011	Quantitative Methods II
ACCT3012	Accounting Information Systems IV

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Your Future Study Options

Accounting graduates may obtain advanced standing in the CGA (Certified General Accountants) program and with the following universities: Atkinson College at York University, Ryerson Polytechnic University, Athabasca University, University of Windsor, University of Calgary and Northwood University in Michigan, U.S.A.

Please contact the program coordinator for more details.

For more information, call the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Investment Sales Assistant

Program code: B118 **Starting**: September
St. James Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,244.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

As an investment sales assistant, you are the "right hand" of a broker in an investment firm, handling a wide range of tasks in a fast-paced, dynamic setting. George Brown's program is the only one of its kind in Canada, and was developed in response to a need identified in the investment industry with input from high-level members nf Toronto-based investment houses.

This intensive program will train you to handle day-to-day transactions in financial markets and work as an investment sales assistant. You will have the opportunity to apply your skills in an internship placement with a major investment company. After graduating, although you will not be involved with selling investments directly, you will be responsible for supporting the millions of transactions that affect the financial future of corporations, governments and individual clients around the world.

The program is monitored by an advisory committee made up of executives from investment companies. Together, the members guide and advise the college to ensure that the program keeps pace with changes in the investment industry.

This program is unique in Canada.

Part-time Study Options

George Brown College also offers evening and weekend courses in financial planning, including the Canadian Securities Course. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

You may find a position as a sales assistant to financial brokers in a variety of investment companies. In order to become a registered sales assistant, you must successfully write the Canadian Securities examination, offered by the Canadian Securities Institute.

Semester 1

FIN1003	Financial Services Industries in Canada
GNEO1003	General Education Foundation
COMP1082	Computer Skills and Applications
GNEO1032	Macroeconomics
ACCT1029	Financial Management and Analysis I
FIN1001	Canadian Securities I
MATH1021	Mathematics of Finance
COMM1007	College English

Semester 2

ACCT1030	Financial Management and Analysis II
LAW1011	Business and Family Law
COMM1034	Professional Communications I
FIN1002	Canadian Securities II
GNEO1031	Microeconomics
COMP1073	Microcomputer Applications
GNEO1084	Interpersonal Psychology

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292), Grade 12 English and mathematics. A background or credits in accounting and/or economics is strongly recommended. OAC credits may qualify for exemptions.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

For more information, call (416) 415-2520 between 10 a.m. and 3 p.m. or the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Financial Planning

Program code: B137 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,244.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The new Financial Planning program has been developed to meet the growing need for well-trained, knowledgeable individuals to work in the financial services sector. Developed by the Faculty of Business & Creative Arts at George Brown College, in collaboration with major financial services companies in Toronto, the Financial Planning program was the first of its kind in Canada.

During the two-year diploma program, students will acquire the skills and knowledge to determine clients' financial needs and objectives, and use this information to develop a personalized program of investments and savings to help clients realize their goals. The second year of the program covers the courses needed for students to write the Financial Planners Standards Council of Canada (FPSCC) examination, which leads to the Certified Financial Planner™ (CFP™) designation. Successful completion of the Ontario Securities Course is required for entry to the second year.

The program is monitored by an advisory committee made up of industry experts to ensure it continues to meet the needs of employers in the financial services sector.

George Brown College does not award the Certified Financial Planner designation. The right to use the marks CFP™ and Certified Financial Planner™ is granted under licence by the FPSCC to those persons who have met its educational standards, passed the FPSCC Professional Proficiency Examination, satisfied a work experience requirement, and agreed to abide by the FPSCC Code of Ethics.

Part-time Study Options

George Brown College also offers evening and weekend courses and a diploma program in financial planning. Call (416) 415-2000 for a Continuing Education Course Guide.

Semester 1

ACCT1029	Financial Management and Analysis I
GNED1032	Macroeconomics
FIN1001	Canadian Securities I
COMM1007	College English
MATH1021	Mathematics of Finance
GNED1003	General Education Foundation
FIN1003	Financial Services Industries in Canada
COMP1082	Computer Skills and Applications

Semester 2

ACCT1030	Financial Management and Analysis II
GNED1031	Microeconomics
FIN1002	Canadian Securities II
COMM1034	Professional Communications I
LAW1011	Business and Family Law
GNED1084	Interpersonal Psychology
COMP1073	Microcomputer Applications

Semester 3

FIN2020	Derivative Investment Products I
MATH2028	Quantitative Analysis
MARK2027	Sales Training and Client Management
FIN2003	Residential Mortgages/Budget and Saving: Planning and Financial Planning
MARK2028	Marketing Financial Services
INS2006	Principles and Practice of Insurance
FIN2013	Field Placement

Semester 4

FIN2004	Retirement and Estate Planning
FIN2005	Tax Planning
FIN2007	Investment Management
MARK2029	Advertising, Public Relations and Media Management
FIN2008	Financial Planning Case
FIN2021	Derivative Investment Products II
FIN2014	Field Placement

Your Career

This unique combination of credentials can lead to a wide range of career paths. Examples include investment advisor, personal financial planner and mutual fund dealer, in large or small organizations or even a business of your own.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and mathematics. A background or credits in accounting and/or economics is strongly recommended. OAC credits may qualify for exemptions.

Student Selection

Applicants must attend an interview session and complete a written questionnaire to assess communication skills and knowledge of key functional areas of business.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

FastTrack

This program is also available in a continuous, three-semester accelerated format designed for candidates who have a university degree, college diploma (three-year) or equivalent combination of education and experience.

For specific program information, please call (416) 415-2520 between 10 a.m. and 4 p.m.

For specific program information, please call (416) 415-2520 between 10 a.m. and 4 p.m.

Plan to attend
the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Business – Marketing

Program Code: B104 **Starting**: September, January
St. James Campus **Certification**: Diploma
2 years (4 semesters)

Fees: Total annual fees last year for this program were $2,173.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program prepares you for a career in the dynamic field of marketing. As a marketer, you will be responsible for researching, creating, producing, pricing, selling, distributing and promoting the products and services of your clients. To ensure clients meet their objectives, you will co-ordinate the work of market researchers, designers, printers, distributors, writers, and other suppliers. In this program you will learn to understand and manage this entire process.

The program makes extensive use of case studies, business projects, written reports, videotaped presentations, computerized business simulations, and various computer programs that businesses use to aid analysis and decision-making. You are encouraged to participate in the Marketing Club, the student chapter of the American Marketing Association (AMA), and in marketing competitions against other colleges and universities. George Brown College students have won a number of industry-sponsored marketing competitions. The AMA chapter has won many international awards as well as awards in the annual Ontario Colleges' Marketing Competition (OCMC).

Part-time Study Options

George Brown College also offers evening and weekend courses, and certificate programs in marketing. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates often begin with entry-level positions such as account executive with a marketing research or advertising agency, where they work on marketing projects or preparing client proposals. You may also work on the client side as an assistant marketing co-ordinator or sales representative for a variety of organizations, including manufacturers, wholesalers, retailers, and service industries. As you move up to operational levels, your analytical and decision-making skills become increasingly important.

Semester 1

ACCT1036	Introduction to Accounting for Non-Accounting Students
COMM1007	College English
COMP1082	Computer Skills and Applications
GNED1003	General Education Foundation
MARK1020	Introduction to Marketing
MATH1008	Mathematics for Business and Management

Semester 2

COMM1034	Professional Communications I
COMP1010	Information Management
ELECT	Elective
MARK1003	Communications and Advertising
MATH1015	Mathematics of Merchandising
STAT1010	Quantitative Methods I

Semester 3

MARK2010	Quantitative Marketing Analysis
MARK2034	Operations and Logistics
GNED1032	Macroeconomics
MARK2005	Product, Planning and Pricing Policies
MARK2007	Marketing Research
MARK1011	Strategic Planning and Marketing Management

Semester 4

ELECT	Elective
MARK1002	Professional Presentations/ Selling
MARK2009	Consumer Behaviour Environment
MARK2020	Fundamentals of International Marketing
MARK2033	Database Marketing
ACCT2031	Managerial Accounting

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. OAC credits may qualify for exemptions.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Your Future Study Options

Graduates of this program and university graduates with marketing courses may apply to be admitted directly into Semester 5 – Marketing Administration, if they satisfy the academic requirements. Graduates may negotiate on an individual basis for advanced standing at Ryerson Polytechnic University, York University, and Northwood University (in Michigan) or Athabasca University through distance education.

For more information
call Suzanne Kavanagh
at (416) 415-2276
e-mail: skavanag@gbrownc.on.ca
or the School of Business
at (416) 415-2160
between 9 a.m. and 4 p.m.

Plan to attend
the School of Business College Day
on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Marketing Administration

Program Code: B108 **Starting**: September, January
St. James Campus **Certification**: Diploma
3 years (6 semesters)

Fees: Total annual fees last year for this program were $2,173.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

You will gain a solid understanding of everything involved in marketing and promoting a product or service, including advertising, distribution, pricing, policy, market research and analysis, and sales techniques. You will examine case studies, business projects and videotaped presentations, and will work on your own marketing plans to present to the class.

In the third year, you will study management theory to prepare for supervisory positions. Also in the third year, you will gain experience by completing a 2-day-per-week work placement each semester.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in marketing. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find opportunities with a wide variety of manufacturers, distributors, and service industries. Starting positions include:

Assistant Product Manager – You will assist in developing marketing objectives and strategies for a brand, and deal with issues of promotion, pricing, distribution, packaging, product modifications and customer research.

Retail Management Trainee – You may enter a training program offered by a progressive retailer and, with experience, become capable of operating a store or department. Opportunities include management, merchandising, promotion, buying, and location analysis.

Marketing Research or Direct Marketing Co-ordinator – You will be qualified for entry-level jobs working on projects in progress, or preparing client proposals. With a three-year diploma, you may quickly move up to operational levels where your analytical and decision-making skills will be utilized.

Semester 1

ACCT1036	Introduction to Accounting for Non-Accounting Students
COMM1007	College English
COMP10B2	Computer Skills and Applications
GNE01003	General Education Foundation
MARK1020	Introduction to Marketing
MATH100B	Mathematics for Business and Management

Semester 2

COMM1034	Professional Communications I
ELECT	Elective
MARK1003	Communications and Advertising
MATH1015	Mathematics of Merchandising
COMP1010	Information Management
STAT1010	Quantitative Methods I

Semester 3

MARK2010	Quantitative Marketing Analysis
MARK2034	Operations and Logistics
GNE01032	Macroeconomics
MARK2005	Product, Planning and Pricing Policies
MARK2007	Marketing Research
MARK1011	Strategic Planning and Marketing Management

Semester 4

ELECT	Elective
MARK1002	Professional Selling
ACCT2031	Managerial Accounting
MARK2033	Database Marketing
MARK2009	Consumer Behaviour Environment
MARK2020	Fundamentals of International Marketing

Semester 5

ACCT3007	Financial Management for Marketing
BUS3002	Faculty Directed Research I
GSSC1002	Business Law and Ethics
MARK3010	Marketing Practicum I
MARK3012	Promotion and Publicity

Semester 6

BUS3003	Faculty Directed Research II
MARK3006	Web Page/Internet Marketing
MARK3007	Services Marketing
MARK3011	Marketing Practicum II
MARK3013	E-Business

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. OAC credits may qualify for exemptions.

Students of Business – Marketing (B104) and university graduates with marketing courses may be admitted directly into Semester 5 of this program if they satisfy academic requirements. Applicants with credentials from other colleges or universities should request advanced standing.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Your Future Study Options

Students who complete this program may be exempted from some courses in various university degree programs, at York University and Ryerson Polytechnic University. In addition, you may receive full credit for your three-year diploma at Northwood University, in Michigan, and Athabasca University through distance education.

Please contact the program co-ordinator for more details.

For more information
call Suzanne Kavanagh
at (416) 415-2276
e-mail: skavanag@gbrownc.on.ca
or the School of Business
at (416) 415-2160
between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Sport and Event Marketing (Post-Diploma)

Program Code: B400 **Starting**: September
St. James Campus **Certification**: Certificate
1 year (2 semesters)

Fees: Total annual fees last year for this program were $2,431.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

If you enjoy marketing, sports, arts and cultural events and would like to work in those fields, this intensive program is for you. The program will prepare you for the dynamic world of organizing and marketing sports and special events. This requires a great deal of market research and analysis, creative strategy and planning, execution, and follow-up.

In the program, you will examine the latest research models and planning tools and gain fundamental marketing skills. In addition, you will study business communications, marketing-based computer applications and financial management.

You will acquire over 300 hours of practical experience through a work experience. The program makes extensive use of guest speakers, case studies, role playing, practical projects, and simulations requiring analytical decision making.

This program is unique in Canada.

Your Career

The possibilities are endless. You may work as an account executive or event and promotions co-ordinator for an event marketing agency, sporting goods manufacturer, retailer, professional and/or amateur team or association, or commercial sports facility. Later, you may progress into a management position, start your own agency, or set up a freelance operation.

Semester 1

ACCT4000	Financial Management for Sport and Event Marketing
COMM4002	Communications for Sport and Event Marketing
COMM4005	Applied Interpersonal Skills
COMP4001	Microcomputer Applications for Marketing
SPMK4002	Sport and Event Marketing Management
SPMK4003	Sport and Event Planning and Management I
SPMK4004	Sport and Event Marketing Practicum I

Semester 2

ACCT4001	Financial Management for Sport and Event Marketing
SPMK4001	Sport and Event Marketing Project
SPMK4005	Media Applications
SPMK4006	Licensing and Merchandising Sport Products
SPMK4007	Sport and Event Planning and Management II
SPMK4008	Sport and Event Marketing Practicum II

Admission Requirements

University degree or college diploma is mandatory. If your degree or diploma is not in Marketing, you must have a post-secondary marketing course with a mark of at least "B." At least one-year, full-time marketing experience is required, and you will need to provide a copy of your résumé. You will be asked to complete a test and also attend an interview.

Student Selection

Qualified applicants will be invited to attend an information session. Please apply early, as the orientation sessions fill quickly.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

For more information
call Suzanne Kavanagh
at (416) 415-2276
e-mail: skavanag@gbrownc.on.ca
or the School of Business
at (416) 415-2160
between 9 a.m. and 4 p.m.

Plan to attend
the School of Business College Day
on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Business – Management Studies

Program code: B105 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,173.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program is for students who are interested in developing a broad skill base in a variety of business disciplines. With a focus on general business, you will build a foundation for a career in business by learning practical, job-related skills in the areas of accounting, computer applications, customer relations, purchasing, inventory control, and general management. If you discover a particular interest and aptitude for specialized studies, you may transfer, after the first semester, to Marketing.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate in business management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Small businesses that need employees with the flexibility to handle a variety of responsibilities are often looking for generalists like you. Other employers have unique job requirements – they have to provide specialized training but they prefer to hire business graduates who have shown the interest and determination to succeed. With experience, you may soon move into a supervisory or management position.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. OAC credits may qualify for exemptions.

Semester 1

ACCT1036	Introduction to Accounting for Non-Accounting Students
CDMP1082	Computer Skills and Applications
MARK1001	Introduction to Marketing for Non-Marketing Students
MATH1008	Mathematics for Business and Management
DIST1002	Introduction to Logistics Management
CDMM1007	College English
GNED1003	General Education Foundation

Semester 2

CDMM1034	Professional Communications I
MARK1002	Professional Presentations/ Selling
DIST2004	Industrial Purchasing
ACCT1011	Accounting for Decision Making
ELECT	Elective
MATH1015	Mathematics of Merchandising

Semester 3

ACCT2015	Management Accounting
MGMT2005	General Management I
DIST1007	Inventory Control I
CDMM1035	Professional Communications II
STAT1010	Quantitative Methods I
GNED1032	Macroeconomics

Semester 4

GNED1031	Microeconomics
MGMT1008	Small Business Management
MGMT2008	General Management II
MARK2008	Public Relations and Publicity
DIST2013	International Trade
ELECT	Elective

Note: This program is under review and courses are subject to change.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Your Future Study Options

Students who successfully complete this program may be exempted from up to four credits in Atkinson College at York University.

For more information, call (416) 415-2134 or the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day

on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Business Management Certificate

NEW

Program Code: TBA
St. James Campus
1 Year (2 Semesters)

Starting: September, January
Certification: Certificate
(Under development. Pending approval by the Ministry of Training, Colleges and Universities.)

Fees: TBA

Apply to OCAS

Our Program

This one-year certificate program is aimed at non-business, post-secondary diploma and degree graduates. It is intended to enhance employability by developing general skills in management, marketing, accounting, information processing, supervision and people management, as well as other business related areas including business uses of the Internet. Extensive use of case studies provides the opportunity to apply classroom theory to real-world situations. Guest lecturers present actual case studies to reinforce these applications.

Your Career

Graduates of this program may enter into supervisory positions in small businesses, community agencies, volunteer organizations, or management to create self-employment opportunities as small business owners or operators, small business managers or partners, franchise operators, or other entrepreneurial activities.

Admission Requirements

Applicants must be graduates of a college or university program in a non-business field.

Semester 1

ACCT	Principles of Accounting
MARK	Principles of Marketing
HRM 1001	Human Resources Administration
BUS	How to Start a Business
COMP	Information Systems
GSSC1002	Business Law and Ethics

Semester 2

MGMT	Getting and Keeping Customers
MGMT	Banking and Money
BUS	E-Business Applic.
BUS	Entrepreneurial Case Studies
MARK	Advertising and Promotional Strategies

For more information, call the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

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on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

Human Resources

Program Code: B140
St. James Campus
2 years (4 semesters)

Starting: September, May
Certification: Diploma

Fees: Total annual fees last year for this program were $2,033.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

You will gain a solid foundation for your career in human resources management to handle the challenges of recruiting, training and maintaining a productive workforce. You will learn about administration, economics, organizational behaviour, labour, planning, diversity, health and safety, recruitment, selection, and training.

After completing the Human Resources program, you will be eligible to write the exams for your Certified Human Resources Professional (CHRP) designation.

Our advisory committee consists of industry leaders who advise us on the design and delivery of the program. The Human Resources Professional Association of Ontario (HRPAO) is also represented on our advisory committee.

Your participation in the HRPAO and external conferences will provide you with excellent networking opportunities for the work placement offered in the second year.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in human resources management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

As a graduate, you may begin working in any of the following areas: recruitment, compensation and benefits, training and development, human rights, health and safety, human resources information systems, and human resources general management, in a wide variety of organizations. These entry-level positions in human resources can lead to a management position or your own consulting business.

Continued on page 40.

Semester 1

ACCT1036	Introduction to Accounting for Non-Accounting Students
COMM1007	College English
COMP10B2	Computer Skills and Applications
GNEO1003	General Education Foundation
GNEO1034	Introduction to Economics
HRM1001	Human Resources Administration
MATH1021	Mathematics of Finance

Semester 2

ACCT1011	Accounting for Decision Making
COMM1034	Professional Communications I
GNEO1086	Labour Economics
HRM2003	Recruitment and Selection
PSY1045	Organizational Psychology I
STAT1010	Quantitative Methods I

Semester 3

ELECT	Elective
GSSC1013	Working in the 21st Century
HRM2001	Compensation and Benefits (Pay Equity)
HRM2002	Training and Development
HRM2004	Human Resources Information Systems
LAW1006	Employment and Human Rights Law

Semester 4

HRM2005	Human Resources Planning
HRM2006	Ethics and Managing Change
HRM2007	Collective Agreements: Negotiation and Administration
HRM2008	Diversity Issues
HRM2015	Work Placement
HSAF1001	Workplace Health and Safety

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Human Resources cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics. OAC credits may qualify for exemptions.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Fast Track option for University and College graduates
University graduates may enter this program in May and complete it within three semesters (12 months).

For more information
call Suzanne Kavanagh
at (416) 415-2276
e-mail: skavanag@gbrownc.on.ca
or the School of Business
at (416) 415-2160
between 9 a.m. and 4 p.m.

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Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

Health Information Management

Program code: B139 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,153.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This two-year diploma program focuses on various aspects of the health record practitioner's role. It prepares you to organize and manage health information services and work with management and medical staff in the health care delivery system.

Bio-medical sciences provide you with background knowledge of the information you will encounter professionally. Management and information sciences are included to help you develop skills for dealing with people in an organizational setting and for interpreting data for a variety of users. Classroom instruction is augmented by clinical experience. Graduates write the national exam of the Canadian College of Health Records Administrators.

Your Career
Every time a patient has an encounter with the health care system, health information is collected. This information includes personal, diagnostic, treatment and discharge information.

Thousands of records are created every year, and the health information manager or health record professional manages this health information system.

Health record professionals are key members of the health care community. They work closely with many other health care professionals to improve productivity and contribute to quality patient care.

Health Information managers are responsible for the collection, management, protection, storage and provision of information within health-related services and agencies. Their knowledge and skills are used to:

- analyze clinical records
- code diseases and medical procedures
- analyze statistics
- compile information and special reports
- operate health information systems
- manage departments
- represent health facilities or agencies in court
- assist in research involving health information

Continued on page 42.

Semester 1
ANAT1006	Anatomy and Physiology I
COMM1007	College English
COMP1082	Computer Skills and Applications
PATH1001	Pathophysiology I – Microbiology
RECM1001	Health Information Management Theory I
RECM1005	Health Information Management Lab I

Semester 2
ANAT1011	Anatomy and Physiology II / Genetics I
COMP1007	Spreadsheet Applications
PATH1005	Pathophysiology II – Pharmacology
RECM1003	Health Information Management Theory II
RECM1006	Health Information Management Lab II
STAT1001	Statistical Methods I

Semester 3
COMP1087	Oatabase Management
EPID2001	Introduction to Epidemiology
LAW2008	Health Care Law
RECM2002	Health Information Management Theory III
RECM2006	Health Information Management Lab III
STAT2001	Hospital Statistics I
GNEO1029	Organizational Psychology I

Semester 4
PROP2003	Clinical Extension
PSY2010	Organizational Psychology II
RECM2007	Health Systems Oata Analysis
RECM2004	Health Information Management Theory IV
RECM2008	Health Information Management Lab IV
STAT2002	Biostatistics
STAT2006	Hospital Statistics II

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Health Information Management cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 mathematics and English, and minimum of one Grade 11 or 12 science. OAC credits may quality for exemptions.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

For more information, call Heather Donovan at (416) 415-2134 between 10 a.m. and 3 p.m. or the School of Business at (416) 415-2160 between 9 a.m. and 4 p.m.

Plan to attend the School of Business College Day
on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

Office Administration – Medical

Program code: B102
St. James Campus
2 years (4 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Fees: Total annual fees last year for this program were $2,198.69. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This two-year medical office program gives you the opportunity to develop the skills, abilities and knowledge needed in today's dynamic medical offices. You will learn practical skills, including word processing, medical terminology, medical transcription, and medical office procedures, combined with important human relations and verbal and written communications skills, which are essential components of a job in this field. The role of modern technology in the office, in terms of information processing systems, is also stressed.

In the final semester, you will have the opportunity to practice your new skills and make important contacts during a two-week placement in a health care facility.

Part-time Study Options
George Brown College also offers evening and weekend courses towards a certificate in Medical Office Assistant/Transcriptionist. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
You will find a wide range of employment opportunities open to you in doctors' offices, clinics, pharmaceutical companies, government agencies, and hospitals. Graduates find employment as medical receptionists, physicians' secretaries, hospital ward clerks, and medical transcriptionists. With more work experience, you may become a supervisor or a senior-level administrator.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English. Keyboarding is strongly recommended. OAC credits may qualify for exemptions.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Semester 1
BUS1021	Medical Terminology I
MATH1030	Business Mathematics
GNED1003	General Education Foundation
ENGL1013	Essential English Grammar
COMP1089	Business Oocument Production I

Semester 2
COMM1007	College English
OP1001	Medical Office Practice I
BUS1018	Machine Transcription
BUS2009	Medical Terminology II
ELECT	Elective
COMP1040	Word Processing
COMP1082	Computer Skills and Applications

Semester 3
BUS2010	Medical Terminology III
RECM1008	Records Management
COMP1045	Medical Machine Transcription I
OP2007	Medical Office Practice II
ELECT	Elective
COMM1034	Professional Communications I

Semester 4
COMP2036	Medical Machine Transcription II
OP2008	Medical Office Practice III
COMM1035	Professional Communications II
GNE01043	Living with Oying
ACCT1014	Introductory Accounting

For more information, call (416) 415-2134 between 10 a.m. and 3 p.m. or the School of Business at (416) 415-2160.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Court Reporting – Machine Shorthand

DISTANCE EDUCATION PROGRAM

Program code: B141 **Starting**: September, January
2 years (4 semesters) **Certification**: Diploma
Apply to George Brown College

Fees: Total annual fees last year for this program were $2,168.60. Fees may increase for programs starting in 2000. Contact department for international student fees.

Our Program
This is a Distance Education program allowing students to study at home. Students will learn via the Internet, CD-ROM, video tape and audio tape. Students will learn machine shorthand using an electronic stenotype machine and writing directly into their computer. Graduates will be writing at speeds of 200 plus words per minute.

Your Career
Graduates can work in court, freelance for court reporting agencies, do rapid text entry, work in the deaf or hard-of-hearing communities by taking notes at colleges and universities, or captioning for television and church services, and many other areas.

Admission Requirements
Ontario Secondary School Diploma or equivalent with Grade 12 English. Applicants may apply as mature students (see page 292). OAC credits may qualify for exemptions.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of business (usually completed at a College orientation session).

Semester 1
Machine Shorthand – Theory A
Realtime Transcription A
Computer Skills and Applications
General Education Elective

Semester 2
Machine Shorthand – Theory B
Realtime Transcription BA
Cybercomp (College English)
General Education Elective

Semester 3
Speed Development I (60-120 wpm)
English for Court Reporting
Legal Terminology
General Education Elective

Semester 4
Speed Oevelopment I (140-180 wpm)
Small Business Management
Medical Terminology
General Education Elective

For more information, call Susan Sheehan at (416) 415-2138 between 9 a.m. and 4 p.m.

Plan to attend
the School of Business College Day
on October 27, 1999 and October 25, 2000 for information on what college life is like. Sit in on lectures, workshops and much more. Call (416) 415-2211 for more information.

Plan to attend our Information Sessions and get the latest information on your program. October 13 and November 17, 1999; January 19, October 18 and November 15, 2000; and January 17, 2001.

Call (416) 415-2211 to register.
Sessions run from 5 p.m. to 8 p.m.

School of Fashion & Creative Technologies

The School of Fashion & Creative Technologies offers you a variety of opportunities to expand your portfolio and showcase your unique talents. The programs blend creativity and academics to prepare you for the diverse demands of the entrepreneurial artist's world.

*Consider the following areas to showcase **your** artistic skills:*

- *Fashion Technology graduates continue to take their own technical skills into a growing Canadian industry.*
- *Fashion Management students are able to enter the workforce with practical competitive skills in communication and database management.*
- *Jewellery Arts graduates are making a distinctive contribution to Canada's rich craft scene.*
- *Furniture Design graduates, taught by skilled craftspeople, are in high demand.*

The School of Fashion & Creative Technologies is one of the five schools in the Faculty of Business & Creative Arts, joining with the School of Business, School of Graphic Communications, School of Interdisciplinary Studies and the School of Performing Arts, to create a dynamic range of downtown learning experiences.

Fashion Technology and Design

Program code: F100
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Fees: Total annual fees last year for this program were $2,434.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program provides students with a thorough foundation in the skills needed to design and produce a variety of garments. The program simulates as closely as possible the fashion industry's standards, practices and facilities. Students learn basic sewing and garment assembly skills and then progress to pattern making, pattern grading, garment construction, and illustration. Elective computer courses give students the opportunity to make markers and draft patterns on computers using leading-edge technology. An annual fashion show highlights individual student designs and marketing ideas. Students are graded on their abilities, creativity and end results. Local and national design competitions and field trips in the industry allow students to pursue their fashion interests. A number of scholarships and awards are presented each year.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in fashion design. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates can go on to careers as patternmakers and graders, designers and assistant designers, garment technology computer operators, assistant buyers, stylists, salespersons, and store managers. Workplaces range from small specialty shops to large design houses and retail chains. Many graduates are entrepreneurs in their own businesses.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Credits in art, family studies, mathematics, illustration and social sciences are highly recommended.

Semester 1

FASH1055	Pattern Drafting I
FASH1056	Pattern Drafting II
FASH1057	Elements of Construction I
FASH1058	Garment Construction I
FASH1033	Technical Illustration
COMM1007	College English
GNEO1003	General Education Foundation
COMP1082	Computer Skills and Applications

Semester 2

FASH1061	Torso Drafting
FASH1062	Elements of Construction II
FASH1063	Garment Construction II
FASH1042	Grading Blocks
GNEO	General Education Elective
FASH1014	Colour/Design
FASH1107	Fabric Science

Semester 3

FASH2038	Advanced Torso Drafting
FASH2039	Elements of Construction III
FASH2040	Garment Construction III
GNEO1021	History of Costume
Choose one of the following electives:	
FASH1001	Computer Grading and Marker Making
FASH2034	Pattern Grading

Semester 4

FASH2043	Advanced Coat/Jacket Drafting
FASH2044	Master Pattern Study
FASH2045	Dress Style Development
FASH2046	Coat/Jacket Style Development
GNEO	General Education Elective
FASH2050	Draping
Choose one of the following electives:	
FASH1002	Pattern Drafting System
FASH2034	Pattern Grading

Student Selection

Qualified applicants will be interviewed by faculty and, will submit samples of sewing to assess the potential of each candidate. A pre-entrance orientation will also be administered.

Your Future Study Options

Students who successfully complete this program with a grade point average of 3.5 or higher may be eligible for admission in fashion design at Ryerson Polytechnic University. Another option for students after graduation is to attend the Fashion Institute of Technology (FIT) in New York, U.S.A.

For more information, call the School of Fashion & Creative Technologies office at (416) 415-4840.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Fashion Management

Program code: F102 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,418.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Fashion Management program focuses on what we call "the four M's" – management, marketing, manufacturing and merchandising, particularly as they apply to the fashion industry generally and apparel specifically.

You will learn to develop, produce and market a product from initial concept through to retail sale. Through various courses, you will analyze and test garments in our textile lab, create private-label fashion lines on storyboards, examine and choose the most effective and efficient manufacturing processes, and assess fundamental marketing and merchandising principles. You will also obtain first-hand experience in the student-operated fashion store (College Creations) on campus.

The structure of this program gives you the utmost flexibility in your choice of a career path. In addition, you will gain relevant industry knowledge through practical work experience after your first year of study. Placement may be in fashion manufacturing, distribution, retailing, or any related marketing area.

Part-time Study Options

George Brown College also offers courses in fashion management and industry fundamentals. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Successful graduates obtain employment in product development, manufacturing supervision, quality control management, cost analysis, work measurement engineering, purchasing, fashion buying, fashion merchandising, retail store management, distribution management, product sourcing, and industry-specific consulting.

Employment opportunities originate with textile companies, apparel manufacturing organizations, apparel designers, wholesalers, large and small merchandising firms, importers, and retail chains.

Semester 1

COMP1082	Computer Skills and Applications
FASH1006	Fashion Merchandising I
FASH1007	Fashion Promotion
FASH1030	Fabrics I
FASH1046	Sewing Lab and Pattern Technology
FASH1052	Apparel Manufacturing
GNED1003	General Education Foundation
MATH1026	Mathematics
COMM1007 and/or ENGL1003	College English English Skills

Semester 2

COMP1060	Computers II
FASH1008	Visual Merchandising
FASH1031	Fabric Analysis
FASH1045	Practical Work Experience
FASH1066	Apparel Sourcing
FASH1067	Fashion Internship
FASH1114	Apparel Technology
FASH2003	Fashion Buying
OC1003	Quality Assurance
GNEO	General Education Elective

Semester 3

ACCT1015	Accounting – Financial Management
BUS1008	Business Lab I – College Creations
FASH106B	Fashion Buying Simulation
FASH2004	Apparel Marketing
FASH2027	Textile and Fabric Manufacturing
GNEO1034	Introduction to Economics
PSY1065	Human Resources

Semester 4

BUS1016	Production Scheduling
BUS2005	Business Lab II – College Creations
FASH2007	Garment Costing – Computer Based
FASH2008	Apparel Marketing – Advanced
FASH2035	Apparel Systems
FASH2048	Textile Laboratory
MGMT2009	Fundamentals of Management
OC1001	Work Measurement Technology
GNEO	General Education Elective

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Credits in English at the Grade 12 level and business math are highly recommended.

Student Selection

Qualified applicants must attend an interview and orientation session with the Fashion Management faculty at the College.

Your Future Study Options

Students who successfully complete this program with an established minimum grade are eligible for exemptions at many other institutions of higher learning (e.g. universities) in Canada and the United States.

For more information, call the School of Fashion & Creative Technologies office at (416) 415-4840.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Furniture Technician – Production and Design

Program code: F103
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Our Program

This program gives students exposure to the furniture trade, including upholstery, woodworking and finishing. One-third of the furniture businesses in Canada are located in the Toronto area, including custom shops, large furniture manufacturers, retail stores, office equipment companies and furniture restoration companies.

The furniture industry is engaged in the production and distribution of furniture for home use and the construction and sale of fixtures, cabinets, racks and industrial equipment.

In the first year, the program concentrates on the three main skills in furniture manufacturing: cabinetmaking, finishing and upholstering. Subjects covered include construction, design, factory organization and costing. Students are encouraged to work in the industry in the summer, in preparation for specialization in upholstery or woodworking during the second year.

This program is unique in Metro Toronto.

Part-time Study Options

George Brown College also offers evening courses in woodworking and upholstery. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

There is an ever-increasing need for skilled tradespeople in all areas of furniture design and production. Graduates work as cabinetmakers, upholsterers and re-upholsterers, estimators, production supervisors, production-line employees, furniture refinishers, furniture salespersons, furniture merchandise managers, consultants, display equipment specialists, interior decoration advisors, and office furniture specialists.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Experience in drafting, woodworking, finishing, or upholstery is an asset.

Options

Woodworking and upholstery.

Fees: Total annual fees last year for this program were $2,684.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Semesters 1 and 2 are common to all students in this program. In semesters 3 and 4, students specialize by choosing one of two options.

Semester 1

FURN1001	Upholstery I
FURN1008	Upholstery Theory and Materials I
FURN1006	Cabinetmaking and Wood Machining I
FURN1007	Woodworking Theory and Materials I
FURN1012	Furniture Finishing I
FURN1003	Technical Drawing I
MATH1040	Mathematics
GNED1053	History of Design

Semester 2

FURN1019	Upholstery II
FURN1020	Upholstery Theory and Materials II
FURN1022	Cabinetmaking and Wood Machining II
FURN1021	Woodworking Theory and Materials II
FURN1014	Furniture Finishing II
FURN1016	Technical Drawing II
FURN2007	Furniture Design I
COMP1082	Computer Skills and Applications
GNED	General Education Elective

Semester 3

Option 1 – Woodworking
Option 2 – Upholstery

FURN2011	Upholstery III (with Option 2)
FURN2019	Upholstery Theory III (with Option 2)
FURN2010	Cabinetmaking and Wood Machining III (with Option 1)
FURN2017	Woodworking Theory III (with Option 1)
FURN2018	Furniture Finishing III
FURN2013	Technical Drawing III
FURN2008	Furniture Design II
COMM1007	College English
GNED1100	Business Plan and Operation

Semester 4

FURN2012	Upholstery IV (with Option 2)
FURN2022	Upholstery Theory IV (with Option 2)
FURN2015	Cabinetmaking and Wood Machining IV (with Option 1)
FURN2020	Woodworking Theory IV (with Option 1)
FURN2021	Furniture Finishing IV
FURN2001	Technical Drawing IV (AutoCAD)
FURN2016	Principles and Elements of Design
GNED	General Education Elective

For more information, call the School of Fashion & Creative Technologies office at (416) 415-4840.

Gemmology

Program code: F105
Casa Loma Campus
1 year (2 semesters)
Apply to OCAS

Starting: September
Certification: Certificate

Our Program

Students learn to analyze and classify a large number of gem materials, both natural and artificially created. The program focuses on analyzing chemical and physical characteristics of gem and gem-like materials, and identifying different gems. The gem materials are classified into categories according to their desirable characteristics, which eventually determine the value of the gems. To accomplish the identification and classification, students use a number of specially designed instruments, such as microscopes, spectroscopes, refractometers, polariscopes, and others. People who are colour-blind will have great difficulty with this program.

This program is unique in Metro Toronto.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in gemmology. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates of this program find employment in jewellery enterprises on wholesale and retail levels. With some additional training and experience in the jewellery industry, some become jewellery appraisers. The program combines the best features of both the British and American certification programs. Graduates may write the Canadian Gemmological Association (FCGmA) exams and the British (FGA) exams to obtain internationally recognized professional designations.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292).

Fees: Total annual fees last year for this program were $2,269.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Semester 1

JEWL1005	Gemmology I
CHEM1001	Chemistry
JEWL1007	Metal Testing and Identification
GNED1003	General Education Foundation

Semester 2

JEWL1009	Gemmology II
JEWL1006	Jewellery Appraisal
JEWL1008	Diamond Grading and Evaluation
PHY1007	Physics
COMP1082	Computer Skills and Applications
GNED	General Education Elective

For more information, call (416) 415-4462/4463.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Jewellery Arts

Program code: F101 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,746.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The focus of this program is on technical skills, practical jewellery-making techniques and the development of creative jewellery design skills. Students learn all of the various aspects of jewellery making – sawing, filing, soldering, casting, forging, decorative metal techniques such as inlay, filigree and chasing, as well as the particulars of working with silver, gold and platinum.

Students are encouraged to work to the highest goldsmithing standards as they create jewellery in precious metals and gemstones. Projects are designed to advance technical and design skills, while at the same time permitting individual expression.

This program is unique in Metro Toronto.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in jewellery techniques. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

The jewellery industry offers a large field of opportunity with careers in retail, wholesale, and manufacturing; precious metals, gemstones, fashion jewellery and accessories; and also goldsmithing, repair, gemsetting, designing and sales. Many of our graduates establish their own businesses.

Admission Requirements

Ontario Secondary School Diploma (with credits in Grade 11 and 12 at or above general level) or equivalent, or mature student status (see page 292).

Student Selection

Applicants are selected on the basis of an art portfolio review with faculty, an interview, and the completion of a questionnaire.

Semester 1

JEWL1013	Goldsmithing I
JEWL1010	Gemmology I
JEWL1001	Jewellery Rendering and Illustration I
JEWL1017	Metal Finishing I
JEWL1042	Jewellery Design I
JEWL1016	Theory of Goldsmithing I
GNE01003	General Education Foundation

Semester 2

JEWL1012	Gemmology II
JEWL1019	Metal Finishing II
JEWL1043	Jewellery Design II
JEWL1018	Theory of Goldsmithing II
JEWL1004	Enamelling II
JEWL1030	Goldsmithing II
COMP1082	Computer Skills and Applications
GNE0	General Education Elective

Semester 3

JEWL2003	Gemmology III
JEWL2001	Jewellery Rendering and Illustration II
JEWL2007	Jewellery Repairs I
JEWL2014	Goldsmithing III
JEWL2019	Jewellery Design III
JEWL2009	Theory of Goldsmithing III
JEWL2006	Gemsetting I
GNED1100	Small Business Plan and Operation

Semester 4

JEWL2005	Gemmology IV
JEWL2002	Jewellery Rendering and Illustration III
JEWL2008	Jewellery Repairs II
JEWL2020	Jewellery Design IV
JEWL2015	Goldsmithing IV
JEWL2010	Theory of Goldsmithing IV
JEWL2011	Gemsetting II
GNE0	General Education Elective

Background

Good eyesight (corrected vision is accepted), a high degree of manual dexterity, mechanical inclination, patience, initiative, and artistic sense are the qualities necessary for a person to succeed in this field. General high school art courses or college level visual art studies are recommended.

Your Future Study Options

Students who successfully complete this program may be eligible for exemptions from some credits in the Bachelor of Arts program (jewellery major) at the Nova Scotia College of Art and Design.

Semester 5

JEWL3003	Diamond Grading and Evaluation I
JEWL3033	Jewellery Design V
GNE01100	Business Plan and Operation
JEWL3009	Goldsmithing V
JEWL3014	Theory of Goldsmithing V
JEWL3001	Jewellery Rendering and Illustration IV
JEWL3007	Jewellery Repairs III

Semester 6

JEWL3005	Diamond Grading and Evaluation II
JEWL3034	Jewellery Design VI
JEWL3020	Goldsmithing VI
JEWL3015	Theory of Goldsmithing VI
JEWL3008	Jewellery Repairs IV
JEWL3002	Jewellery Rendering and Illustration V
JEWL3023	Professional Practices

For more information, call (416) 415-4462/4463.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Jewellery Repair

Program code: F109 **Starting**: September
Casa Loma Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,670.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program emphasizes the skills required to repair and restore jewellery. The jewellery repair craftsperson must be skilled in working with precious and semi-precious metals. Students will learn to saw, file, solder, grind, polish and finish on constructed and cast pieces of their making to the same high standards that were demanded for the original production.

The program is organized so that students progress from simple to more complex repairs as their skills improve with practice. Students will perform industry-standard repairs, such as ring sizing, re-tipping, replacement of claws and settings, chain soldering, and replacement of various fittings and findings. Students also study gemmology, small business management, computer skills, basic technical drawing, and gemsetting as it relates to repair work.

Note: This program does not include watch repair.

This program is unique in Metro Toronto.

Part-time Study Options

George Brown College also offers an evening course in jewellery repair. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Jewellery repair specialists are in demand in many retail jewellery operations, large jewellery repair companies, and some wholesale establishments. Many graduates start their own businesses.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Good eyesight (corrected vision is acceptable) and good mechanical abilities are essential.

Student Selection

Applicants are selected on the basis of an interview and the completion of a questionnaire.

Semester 1

JEWL1033	Jewellery Repairs
BUS1025	Small Business Plan and Operation
JEWL1032	Jewellery Repair Theory I
JEWL103B	Technical Drawing
JEWL1034	Introduction to Gemmology I
GNEO1003	General Education Foundation
JEWL1017	Metal Finishing I
JEWL1045	Jewellery Casting

Semester 2

JEWL1035	Jewellery Repairs II
JEWL1036	Jewellery Repair Theory II
JEWL1037	Introduction to Gemmology II
COMP10B2	Computer Skills and Applications
GNEO	General Education Elective
JEWL1019	Metal Finishing II
JEWL1044	Gemsetting for Repair

For more information, call (416) 415-4462/4463.

School of Graphic Communications

The School of Graphic Communications, located on the downtown St. James Campus, is one of the largest departments of its kind in the country. A full range of learning options, including new Arts Fundamentals and post-diploma Digital Media programs, prepares you for successful careers in the burgeoning graphic arts and communications industry. Program curricula combine creative problem-solving and solid technical training with state-of-the-art computer facilities, faculty with a wealth of practical experience, and close proximity to Canada's top studios, agencies and cultural resources.

The School of Graphic Communications is one of the five schools in the Faculty of Business & Creative Arts, joining with the School of Business, School of Fashion & Creative Technologies, School of Performing Arts and School of Interdisciplinary Studies, to create a dynamic range of downtown learning experiences.

Electronic Prepress and Image Assembly

Program code: G105 **Starting**: September
St. James Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,374.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Just about everything you read – newspapers, magazines, posters, ads, books, etc. – goes through an intricate process that takes it from the computer to print. Print buyers have high expectations, demanding that materials have clear, readable type and pictures that are true-to-life, often on extremely tight deadlines. To make it all work, this field (Electronic Prepress and Image Assembly) requires highly skilled, detail-oriented, computer-literate craftspeople who work well in a fast-paced environment. This skill is transferable to other roles in the manufacturing world.

The Electronic Prepress and Image Assembly Program teaches you how to manipulate image and graphics, and combine them using computer hardware and software programs. You also learn fundamental prepress concepts about scanning, imposition film output, proofing and plate making.

Field Trips

Several plant visits will be offered during the second semester. The purpose of field trips is to orient students during their college studies to career opportunities and equipment in use.

Part-Time Study Options

George Brown College also offers evening and weekend courses and certificates in design, desktop publishing, scanning, and prepress. Call (416) 415-2000 for a Continuing Education Course Guide.

Semester 1

CAM1005	Prepress I
PSP1005	Electronic Prepress I
CAM2003	Colour Separation – Scanner I
COMP1018	Introduction to Oesktop Publishing
COMM1007	College English
MATH1018	Mathematics (Graphic Arts Related)
GNEO1003	General Education Foundation

Semester 2

CAM1006	Colour Separation – Scanner II
PSP2003	Electronic Prepress II
CAM1008	Electronic Image Assembly – Colour
COMP5083	Introduction to Printing Processes
GNEO	General Education Elective

Your Career

Graduates are ready to become key members of a graphic arts team and will meet the requirements for entry-level positions in electronic image assembly printing environments in commercial sectors, publication printing and film/colour separation studios.

This a fast-growing segment for graphic arts employment. The printing industry is one of the largest employers in the greater Toronto area. More than 50 per cent of the printing in Canada is generated in southern Ontario.

Admission Requirements

Ontario Secondary School Diploma (at or above basic level) or equivalent, or mature student status. Grade 12 English and mathematics. All applicants must attend an interview.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

A proposal to combine Electronic Prepress and Image Assembly (G105) and Electronic Desktop Publishing (G504) into one 2-year program is currently under development. For further information, please call (416) 415-2160.

For more information, call Bill Kidd at (416) 415-2017 or the School of Graphic Communications at (416) 415-2160.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Graphic Design

Program code: G102 **Starting**: September, January
St. James Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,244.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our program

This award-winning, three-year program is one of the largest of its kind in Canada. Contributing to its success are its unique downtown location, a curriculum combining creative problem-solving with traditional drawing skills and advanced computer training, and a faculty comprised of experienced designers and artists. Students use projects in design, illustration, advertising and typography to create a professional portfolio of work. Each graduating class displays its best work in an annual exhibit which is open to the public. Selected students can participate in an intern program with industry during their final year of study.

Part-time Study Options

George Brown College also offers evening courses and a certificate program in graphic design. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Examples of graphic and advertising design by program alumni can be found in newspapers, books and magazines, television and video graphics, interactive media and websites, annual reports and corporate literature, posters and packaging, and visual identity programs. Graduates find employment opportunities in design studios, advertising agencies and corporate design offices, while self-employment or contract work is an option for those with an entrepreneurial spirit.

Semester 1

ART1002	Colour Theory I
ART1007	Fundamentals of Drawing I
ART1009	Illustration Fundamentals I
TYPO1003	Typography I
OESN1002	Oesign/Advertising Fundamentals I
GNED1003	General Education Foundation

Semester 2

PROP1003	Production Fundamentals
ART1010	Fundamentals of Drawing II
ART1012	Illustration Fundamentals II
TYPO1005	Typography II
OESN1007	Oesign/Advertising Fundamentals II
COMM1007	College English
GNED	General Education Elective

Semester 3

ART2001	Illustration I
COMP1053	Computer I
PRDP2001	Production I
MARK2002	Advertising I
OESN2004	Design I
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 4

ART2002	Illustration II
COMP2026	Computer II
ART2003	Colour Theory II
MARK2003	Advertising II
OESN2005	Oesign II
OESN1013	History of Art

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Credits in art are mandatory.

Student Selection

All applicants will be required to attend a personal interview and present a portfolio. For a September start date, you should apply early because the program fills very quickly. There is also a January start date for a 'fast-track' first year program.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Semester 5

In semesters 5 and 6, students have the option of pursuing either Graphic Oesign or Advertising Design.

COPY3001	Creative Copywriting I
COMP3026	Computer III
ILLS3001	Drawing and Illustration I
OESN1014	History of Oesign
OESN3007	Digital Design I

ADVERTISING OESIGN (Option 1)

MARK3001	Corporate Image Advertising I
MARK3002	Advertising III

GRAPHIC OESIGN (Option 2)

OESN3003	2D Oesign I
OESN3004	3D Oesign I/Corporate Identity

Semester 6

COPY3002	Creative Copywriting II
COMP3018	Computer IV
GRAF3002	Portfolio
ILLS3002	Drawing and Illustration II
OESN3008	Digital Oesign II

ADVERTISING OESIGN (Option 1)

MARK3003	Corporate Image Advertising II
MARK3004	Advertising IV

GRAPHIC OESIGN (Option 2)

DESN3005	2D Oesign II
OESN3006	3D Oesign II/Corporate Identity

For more information, call the School of Graphic Communications office at (416) 415-2160.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Sign Graphics

Program code: G104 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,394.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The design and production of signs and displays involves both artistic and technical skills. The Sign Graphics program prepares graduates for careers in this varied and challenging field. In operation for over 20 years, ours is the most comprehensive program of its kind in Canada, and the only one in Ontario.

Creativity, design proficiency and the technical competence to produce work in a variety of media are developed throughout the four semesters. Traditional handcraft methods are combined with the leading-edge computer design/ manufacturing processes employed in the industry. Course work is essentially "hands-on." It is a practical course, with most theoretical components embedded in actual production projects. There is an extensive computer design component.

This program is unique in Ontario.

Part-time Study Options

George Brown College also offers evening courses and a certificate program in sign graphics. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Metro Toronto is a major centre for the sign industry, and offers more employment opportunities in this field than anywhere else in Canada. Graduates obtain positions in major sign companies (both electrical and billboard advertising companies), traditional sign shops, advertising agencies, department store chains, and the in-house sign departments of large corporations and government offices.

Admission Requirements

Ontario Secondary School Diploma (at or above general level) or equivalent, or mature student status (see page 292). High school art credits or previous training in industry or art school are desirable.

Semester 1

GRAF1001	Layout I
TYPO1001	Lettering I
COMP1063	Computer Graphics I
OESN1005	Colour I
GNEO1003	General Education Foundation
FNAR1001	Foundation Art

Semester 2

GRAF1002	Layout II
TYPO1008	Lettering II
COMP1064	Computer Graphics II
OESN1015	Colour II

Semester 3

SGNW2002	Sign Production I
SGNW2003	Computer Assisted Signmaking I
OESN2006	Design and Colour I
GNEO	General Education Elective

Semester 4

SGNW2004	Sign Production II
GRAF2001	Field Placement
OESN2007	Oesign and Colour II
SGNW2005	Computer Assisted Signmaking II

Student Selection

Applicants must attend an orientation session and will be selected on the basis of a practical test of their artistic and perceptual abilities. Manual dexterity and good eyesight (corrected vision is acceptable) are essential.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Please call (416) 415-2160 to make an appointment or obtain more information.

For more information, call Patrick Dowling at (416) 415-2034 or the School of Graphic Communications office at (416) 415-2160.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Screen Printing

Program code: G500
St. James Campus
38 weeks
Apply to OCAS

Starting: September
Certification: Certificate

Fees: Total annual fees last year for this program were $2,828.40. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

George Brown's program puts emphasis on the technical aspects of screen printing and is the only commercial screen printing program in Canada. Screen printing is a rapidly growing segment of the industry. Screen printing is done on plastic, glass, metal, fabric, wood, paper and textiles, to make wallpapers, signs, advertising posters and printed circuits. Students with artistic and mechanical aptitude do particularly well at this work.

This program is unique in Canada.

Part-time Study Options

George Brown College also offers evening courses in screen printing. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates obtain positions as camera operators, stencil cutters, layout persons, ink formulators, press operators, and finishers. Some graduates have obtained positions at the management level, while others have started their own businesses.

Admission Requirements

Grade 10 (with credits at or above basic level) or equivalent, or mature student status (see page 292).

Student Selection

All applicants must attend an orientation session and tour of the Screen Printing Department. They must also take a mechanical reasoning test, and pass a practical test of their visual perception skills and artistic ability. Please call (416) 415-2012 to make an appointment or to obtain more information.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Semesters 1 and 2

COMM5020	College English
COMP5289	Computer Skills and Applications
GNED5001	General Education Foundation
SP5001	Mechanical Layout
SP5002	Photomechanical
SP5003	Imposition
SP5004	Hand Print
SP5005	Mechanized Print
SP5006	Reclaim
SP5007	Health & Safety
SP5008	Frames
SP5009	Mesh
SP5010	Stencils
SP5011	Squeegees
SP5012	Inks
SP5013	Substrates

For more information, call Jim Meikle at (416) 415-2033 or the School of Graphic Communications at (416) 415-2160.

Electronic Desktop Publishing

Program code: G504
St. James Campus
1 year (2 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $2,570.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program provides a solid technical base in the production of both print and Web pages. The program is conducted on IBM and Macintosh platforms. Students produce advertisements, booklets and packaging designs. Basic Web pages are produced and uploaded to a server using DOS/Unix commands. Desktop composition skill is enhanced by typography, digital imaging and printing processes. Software skills include CorelDraw, QuarkXPress, Adobe PhotoShop and Illustrator, PageMaker, HTML and related Web software. Visits are arranged to a variety of production facilities. Co-op experiences may be arranged depending on availability.

Part-Time Study Options

George Brown College also offers evening and weekend courses and certificate programs in desktop publishing and multimedia. Call (416) 415-2000 for a Continuing Education Course Guide. The primary difference between part-time and full-time is the number of hours; part-time is typically one-third the hours of full-time.

Your Career

Graduates will meet the requirements for entry-level positions in advertising, printing and a variety of graphic service companies. Related employment has been gained in government, banking, retailing and manufacturing. Five graduates have become teachers in private graphic schools. Some graduates run home-based desktop publishing and consulting businesses. Technically-minded graduates are working with Internet service providers and Web page developers.

This unique and exceptional program is a province-wide magnet for graduates of design programs wishing to complement artistic talent with superlative technical skills. Many classes include technical writers, corporate publishers and marketing personnel wishing to enhance their careers.

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Courses

COMP5086	Graphic Production Using QuarkXPress
COMP5072	Typography for Oesktop Publishing
COMP5075	Graphic Production Using PageMaker
COMP5096	Fundamentals of Oigital Imaging
COMP5278	Introduction to Web Page Creation
COMP5083	Introduction to Printing Processes
COMP5295	Oigital Orawing with CorelDraw
COMP5097	Oigital Orawing with Adobe Illustrator
COMP5098	Adobe Photoshop for Graphic Production
COMM1007	College English
GNEO5001	General Education Foundation

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Electronic Desktop Publishing cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Credits in Grade 12 mathematics and English; keyboarding (20 wpm), knowledge of word processing and operating systems (DOS, Windows95/98/NT, Mac OS).

Student Selection
Interview with the co-ordinator.

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

A proposal to combine Electronic Desktop Publishing (G504) and Electronic Prepress and Image Assembly (G105) into one 2-year program is currently under development. For further information, please call (416) 415-2160.

For more information, call John Ward at (416) 415-2021 or the School of Graphic Communications office at (416) 415-2160.

Print Media Technician NEW

GBC Code: G100
St. James Campus
2 years (4 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Fees: Total annual fees last year for this program were $2,426.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Curriculum under development

Our Program
The Print Media Technician program has various types of desktop publishing equipment, prepress labs, colour scanners, platemaking, presses and bindery equipment. The two-year program combines technical training in the major computer and machine areas with assignments in graphic communications theory. Semester four offers industry exposure to expand the student's knowledge gained in semester one, two and three, which can often lead to full-time employment upon graduation.

Part-Time Studies Options
George Brown College also offers evening and weekend courses and certificate programs in desktop publishing, printing, scanning, prepress, and bindery. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
The printing industry is one of the largest employers in the greater Toronto area. More than 50 per cent of the printing in Canada is generated in southern Ontario. Print Media Technicians will find employment at the introductory levels of craft areas such as desktop publishing (typesetting, layout and page composition), electronic prepress preparatory work (scanning, Mac operators, preflighting files, imposition, film output and platemaking), press operation (in a supervised capacity for offset or flexographic presses), or binding and finishing (operating computerized cutters, folders and gathering machines).

Continued on page 66.

Semester 1
COMM1007	College English
MATH1018	Mathematics
COMP1082	Computer Skills
PROP1001	Print Technology I
PRNT1001	Print Media Lab
PSP1005	Prepress Systems I
COMP	Digital Prepress
GNEO1003	Foundations

Semester 2
EST1003	Estimating I
COMM1034	Professional Communications
CAM2003	Principles of Colour
PROP2002	Print Technology II
PRNT2002	Print Media Lab
PSP2003	Prepress Systems II
COMP5096	Digital Imaging
ELECT	Elective

Semester 3
MAT	Ink and Substrates
EST2003	Estimating II
PROP2003	Managing Print
MARK	Graphic Arts Marketing and Sales
GRAF1010	Graphic Arts
PRNT	Print Media Practicum
GNEO	Elective

Semester 4
PRDP2007	Print Industry
GRAF2001	Work Placement
OIST1002	Intro to Logistics
COMM	Technical Writing
HRM	Human Resources
GNEO	Elective

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Print Media Technician cont

Admission Requirements
Ontario Secondary School Diploma (at or above basic level) or equivalent, or mature student status. Grade 12 English and mathematics. Students entering Semester 1 must either type 20 wpm or take a keyboarding course. All applicants must attend an interview and tour the Print Media, and also take mechanical reasoning and colour vision tests.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Background
Any science, physics or chemistry background is recommended. Drafting techniques, mechanical aptitude, typing skills and creative interests are all useful in various areas of print technology.

For more information, call Bill Kidd at (416) 415-2017 or School of Graphic Communications office at (416) 415-2160.

Digital Media (Post-Diploma) NEW

Program code: TBA
St James Campus
1 year (2 semesters)
Apply to OCAS

Starting: January 2000 (pending Ministry approval)
Certification: Certificate

Fees: TBA

Our Program
This program will provide intensive training in digital media. Students will be introduced to the unique design and production considerations of digital media assignments, including training on the latest software. First semester courses feature an introduction to different network platforms and standards, how to organize and present complex information effectively, and how to maintain and manage websites. Two program options are available in Semester 2: Interactive Multimedia Design, and Design for the Internet. Students specialize in their area of interest and produce digital projects using the latest software.

Your Career
Graduates will be prepared for employment in multimedia studios, design and advertising agencies, and corporate design offices within the rapidly growing cultural and/or entertainment industries, as designers/producers of Web home pages, CD-ROMs, video games, and movie, video and television graphics. Self-employment is also a possibility for those with an entrepreneurial spirit.

Admission Requirements
Related post-secondary diploma or degree, or equivalent experience. Interview with program co-ordinator, including a portfolio review of recent projects.

Student Selection
If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Semester 1
Introduction to Digital Media
Marketing on the Internet
Multimedia Authoring
Web Site Design
Digital Media Lab

Semester 2
Option A
Multimedia Authoring Production
Digital Video Imaging
Work/Study Placement
Multimedia Authoring Lab

Option B
Internet Technologies
Internet Publishing
Work/Study Placement
Design for the Internet lab

For more information, call Connie Montesano at the School of Graphic Communications office at (416) 415-2160 between 8:30 a.m. and 4:30 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Visual Arts Fundamentals NEW

Program code: G106
St James campus
1 year (2 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $2,294.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program offers intensive basic education in the visual arts for students who are interested in a career in the arts. Its curriculum introduces students to visual arts theory and provides training in studio skills, while exploring a variety of art and media in several disciplines. The program allows students to prepare a well-rounded portfolio of visual arts projects and gives them the opportunity to identify a career focus.

Your Career

Through exposure to the many career options in the visual and communication arts, graduates from the program can make more informed choices and apply to other major programs of study at George Brown or other colleges.

Admission Requirements

Ontario Secondary School Diploma (general level or above) or equivalent, or mature student status. Credits in art or design recommended. A personal interview with program faculty is recommended.

Student Selection

If the number of qualified applicants exceeds the number of seats available in this program, the following selection procedures may apply: assessment of academic standing, relevant work or volunteer experience; results of a written questionnaire to assess communication skills and knowledge of key qualification areas of graphic communications (usually completed at a College orientation session).

Semester 1

ART1019	Foundation Drawing I
ART1020	Foundation Design
ART1021	Foundation Colour
ART1023	Lecture Series I
ART1002	Studio Elective I
COMM1003	College English
and/or	
COMM1007	College English
GNED1003	Foundations: Challenge and Change

Semester 2

ART1024	Foundation Drawing II
DESN1020	Design Process
ART1025	Foundation Materials
GNED1101	History of Art
ART1027	Lecture Series II
ART1026	Studio Elective II
COMP1082	Computer Skills and Applications

For more information, call Elve Foote at (416) 415-2032, ext, 3445 or the School ot Graphic Communications office at (416) 415-2160.

School of Performing Arts

The School of Performing Arts offers you a variety of opportunities to expand your skill base and encounter rewarding challenges. The rigor and scope of the programs make you an ideal candidate for careers on the international scene.

Consider one of the following programs to launch your performing arts career:

- *Theatre Arts students face a demanding curriculum, taught by respected actors, which enables them to perform on stages in Canada and abroad.*
- *Dance students at George Brown College, taught by notable artists, enjoy professional training which may lead them to participate in rehearsals and performances with Ballet Jörgen.*

The School of Performing Arts is one of the five schools in the Faculty of Business & Creative Arts, joining with the School of Business, School of Graphic Communications, School of Fashion & Creative Technologies and the School of Interdisciplinary Studies, to create a dynamic range of downtown learning experiences.

Dance – Performance Foundation

Program code: P101
Casa Loma Campus
1 year (2 semesters)
Apply to OCAS

Starting: September
(This program is currently under review)
Certification: Certificate

Fees: Total annual fees last year for this program were $3,616.60, including rehearsal fees paid to Ballet Jörgen. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This one-year certificate program provides students with extensive dance training in preparation for advanced dance training. It is designed for students who have attained an elementary to intermediate ballet level but still require the technical refinements necessary to successfully pursue senior-level dance training. The program is ideal for students with little or no previous training in a professional environment. The program will help students determine their aptitude for a career in dance.

The students are taught by notable artists and follow an integrated program that includes ballet, modern, jazz, dance history, acting, vocals, composition, workshops and more. Through Ballet Jörgen, additional classes, rehearsals and performances are also available to students in this program.

This is a full-time intensive program designed for those with a commitment to pursuing a professional career in dance. Enrolment is limited, ensuring adequate personal attention is given to each student. Admission is competitive, based on the results of auditions and interviews.

Your Career

Successful completion of this program will provide students with a fundamental base to pursue advanced dance training.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent. Professional dance training at the elementary ballet level.

Student Selection

Qualified applicants are interviewed and auditioned.

Semester 1

DANC1001	Classical Ballet – Theory I
DANC1016	Classical Ballet – Basic I
DANC1012	History of Dance
DANC1017	Pointe – Basic I
DANC1007	Jazz I
DANC1009	Modern I
THEA1005	Vocal Music I
THEA1026	Acting Fundamentals I
COMP10B2	Computer Skills and Applications

Semester 2

DANC1002	Classical Ballet – Theory II
DANC101B	Classical Ballet – Basic II
DANC1019	Pointe – Basic II
THEA1009	Vocal Music II
DANC1010	Modern II
DANC100B	Jazz II
THEA1002	Acting Fundamentals II
GNED	General Education Elective
DANC1011	Composition Studies I

For more information, call Mary Jago-Romeril at (416) 415-2035.

Dance – Performance Studies

Program code: P102
Casa Loma Campus
years (4 semesters)
Apply to OCAS

Starting: September
(This program is currently under review)
Certification: Diploma

Fees: Total annual fees last year for this program were $3,591.60, including fees paid to Ballet Jörgen. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This two-year program trains talented students for a career in dance. It is designed for students who have attained the intermediate or advanced ballet level, but still require the technical refinements necessary to successfully pursue a performance career.

The students are taught by notable artists and follow an integrated program that includes ballet, modern, jazz, dance history, acting, vocals, composition, workshops, anatomy and more. Through Ballet Jörgen, additional classes, rehearsals and performances are also available to students in this program.

This is a full-time intensive program designed for those with a commitment to pursuing a professional career in dance. Enrolment is limited, ensuring adequate personal attention is given to each student. Admission is competitive, based on the results of auditions and interviews.

Your Career

Successful completion of this program will provide the student with the fundamentals to pursue job opportunities in the dance industry, or continue their studies in advanced graduate programs.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent. Professional dance training at the intermediate ballet level.

Student Selection

Qualified applicants are interviewed and auditioned.

Semester 1

DANC1001	Classical Ballet – Theory I
DANC1003	Classical Ballet – Practical I
DANC1005	Pointe I
DANC1007	Jazz I
DANC1009	Modern I
DANC1012	History of Dance
THEA1005	Vocal Music I
THEA1026	Acting Fundamentals I
COMP10B2	Computer Skills and Applications

Semester 2

DANC1002	Classical Ballet – Theory II
DANC1004	Classical Ballet – Practical II
DANC1006	Pointe II
THEA1002	Acting Fundamentals II
THEA1009	Vocal Music II
DANC1010	Modern II
DANC100B	Jazz II
GNED	General Education Elective
DANC1011	Composition Studies I

Semester 3

DANC2001	Classical Ballet – Theory III
DANC2003	Classical Ballet – Practical III
DANC2005	Pointe III
DANC2009	Jazz III
DANC2007	Modern III
THEA2037	Acting Fundamentals III
THEA2009	Vocal Music III
DANC1012	History of Dance

Semester 4

DANC2002	Classical Ballet – Theory IV
DANC2004	Classical Ballet – Practical IV
DANC2006	Pointe IV
DANC200B	Modern IV
DANC2010	Jazz IV
THEA203B	Acting Fundamentals IV
THEA2019	Vocal Music IV
GNED	General Education Elective

For more information, call Mary Jago-Romeril at (416) 415-2035.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Introduction to Performing Arts Careers (an option of the General Arts and Science program)

Program code: R102
Casa Loma Campus
1 year (2 semesters)
Apply to OCAS

Starting: September
Certification: Certificate

Fees: Total annual fees last year for this program were $2,223.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Introduction to Performing Arts Careers program is a first-year option of the General Arts and Science program, providing students with an overview of the many career options in the performing arts, as well as an insight into the basic skills needed to compete for a place in professional theatre schools in Canada and abroad.

Courses will be taught by artists and teachers from the performing arts professions. Students will have ample opportunity to meet Canadian artists, directors, designers, film makers and technicians both in the classroom and on special field trips.

Your Career

At the end of the second semester, students will be prepared for further study in a formal performing arts career-training program.

Students who elect to leave the program at this point will receive a Certificate of Completion.

Your Future Study Option

By applying to the General Arts and Science program (R101) students may continue in it's third semester and complete their diploma.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Interest in exploring performing arts careers.

Semester 1

THEA1021	Performing Arts Career Studies I
THEA1022	History of Oramatic Literature
THEA1023	Introduction to Voice, Movement and Speech
COMM1007	College English
THEA2032	On the Town – Toronto Arts Scene
GNEO	General Education Elective

Semester 2

THEA2030	Performing Arts Career Studies II
THEA2031	History of Canadian Orama
THEA2033	Monologue Study
THEA2034	Introduction to Scene Study
THEA1024	History of Western Theatre
COMP1082	Computer Skills and Applications
GNEO	General Education Elective

For more information, call James Simon at (416) 415-2575.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Theatre Arts

Program code: P100
Casa Loma Campus
3 years (6 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Fees: Total annual fees last year for this program were $3,346.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The George Brown Theatre School offers vigorously concentrated, career-oriented training in the fundamental skills, practicalities, traditions and professionalism needed for the performing arts. This program is well respected within the performing arts industry.

Students are taught by notable theatre artists and follow an integrated curriculum in which all subjects are directly related to the acting profession. The courses, Acting I to V, explore a wide range of acting styles such as classical, Elizabethan, Commedia de l'Arte, Restoration, naturalism, absurdism, clowning, revue, cabaret and musical.

Enrolment is limited, ensuring adequate personal attention is given to each student. Admission is competitive, based on the results of auditions and personal interviews conducted by the Artistic Director and members of the faculty.

Part-time Study Options

George Brown College also offers evening courses in acting. Call (416) 415-2000 for a Continuing Education Guide.

Your Career

An ever-expanding international market creates a consistent demand for fresh faces and new talent in a range of educational, entertainment and commercial activities. Students should be aware, however, that the field is extremely competitive.

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Semester 1

THEA1001	Acting I
THEA1003	Oance I
THEA1004	Movement I
THEA1006	Voice I
THEA1005	Vocal Music I
THEA1019	Theatre History I
THEA1012	Stage Combat I
THEA1013	Group !mprovisation
THEA1008	Speech I

Semester 2

THEA1002	Acting Fundamentals II
THEA1014	Workshop Performance I
THEA1010	Oance II
THEA1017	Movement II
THEA1016	Voice II
THEA1009	Vocal Music II
THEA1020	Theatre History II
THEA1015	Contact Improvisation
THEA1018	Speech II
COMP1082	Computer Skills and Applications

Semester 3

THEA2001	Acting III
THEA2020	Workshop Performance II
THEA2004	Oance III
THEA2016	Movement III
THEA2002	Voice III
THEA2009	Vocal Music III
THEA2022	Theatre History III
THEA2011	Stage Combat II
THEA2006	Business of Acting
THEA2014	Speech III
THEA2015	Monologue Study I
THEA2013	Children's Play Performance

Semester 4

THEA2007	Acting IV
THEA2003	Television and Film Technique
THEA2008	Oance IV
THEA2021	Movement IV
THEA2017	Voice IV
THEA2019	Vocal Music IV
THEA2023	Theatre History IV
THEA2006	Business of Acting
THEA2012	Make-up
THEA2015	Monologue Study I
THEA2018	Speech IV

Theatre Arts cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Interview and audition. Theatre arts and English courses are helpful.

Student Selection
Qualified applicants will be contacted by mail and scheduled for an audition appointment.

Semester 5

THEA3001	Acting V
THEA3002	Showcase Performance I
THEA3005	Dance V
THEA3004	Movement V
THEA3003	Voice V
THEA3006	Vocal Music V
THEA3007	Speech V

Semester 6

THEA3011	Dance VI
THEA3010	Showcase Performance II
THEA3013	Movement VI
THEA3008	Voice VI
THEA3012	Vocal Music VI
THEA3009	Speech VI

For more information, call Larry LaForet at (416) 415-2167.

School of Interdisciplinary Studies

The School of Interdisciplinary Studies is one of the five schools in the Faculty of Business & Creative Arts, joining with the School of Business, School of Graphic Communications, School of Fashion & Creative Technologies and School of Performing Arts, to create a dynamic range of downtown learning experiences.

General Arts and Science

Program code: R101 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,123.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This two-year program focuses on developing advanced skills in research and writing, oral communication, critical thinking and career planning. Students explore both traditional and interdisciplinary approaches to the arts and humanities, science and technology, social sciences, communications, and mathematics. The program combines core courses in both generic skills and general education with a wide range of elective choices.

Part-time Study Options

George Brown College also offers evening courses and certificate programs in general arts and science as well as liberal studies. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Most students entering General Arts and Science hope to use the intensive program as a stepping-stone to university or another post-secondary program, often transferring at the end of the first year. A Certificate of Academic Achievement is awarded to those students who successfully complete all Semester I and II credits.

There is also increasing recognition from prospective employers that excellent communication skills, the ability to learn, adaptability, and a well-rounded general education are as important as specific skill training, if not more so. A General Arts and Science diploma is excellent preparation for careers in business and social services, especially with those organizations conducting their own training programs.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and Grade 10 mathematics, or equivalent.

Your Future Study Options

Students who maintain a GPA of 2.0 (65%) may be granted advanced standing by other colleges. Students who complete the two-year diploma with a minimum GPA of 3.0 (75%) may receive up to four credits at York University. For all other universities, students are advised to check the program and institution requirements.

Semester 1

COMM1007	College English
GNEO1003	General Education Foundation
LIFE1001	Career Studies I
MATH1034	Mathematics
one of:	
ANAT1022	Human Biology
ENVR1001	Environmental Science I
ELECTIVE	open

Semester 2

COMM1034	Professional Communications I
COMP1082	Computer Skills and Applications
HUMN1005	Philosophy: Search for Meaning
ELECTIVE	Math
ELECTIVE	Science
ELECTIVE	open

Semester 3

LI8A1009	Speaking with Confidence
LI8A1011	Canadian Literature
SOC1022	Sociology
PSY1033	Introductory Psychology
ELECTIVE	open
ELECTIVE	open

Semester 4

COMM2002	Research Project
SSCI1002	Canadian Studies
ELECTIVE	open
ELECTIVE	open
ELECTIVE	open

For more information, call the Co-ordinator of Arts and Science at (416) 415-2306.

General Arts and Science/Native Studies

"Shkebok" means Spring Bud or New Beginnings NEW

Program code: R103 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,258.60. Fees may increase for programs starting in 2000.

Our Program

This two-year program focuses on developing advanced skills in research and writing, verbal communication, critical thinking and career planning. Students will engage in learning more about their Aboriginal heritage, culture and identity while exploring both traditional and interdisciplinary approaches to the arts and humanities, science and technology, social sciences, communications and mathematics. The program combines core courses in both generic skills and general education with a wide range of elective choices.

Part-time Study Options

George Brown College also offers evening courses and certificate programs in general arts and science as well as liberal studies. Call (416) 415-2000 for a Continuing Education Calendar.

Your Career

Most students entering General Arts and Science hope to use the intensive program as a stepping stone to university or another post-secondary program, often transferring at the end of the first year. A Certificate of Academic Achievement is awarded to those students who successfully complete all Semester I and II credits.

Admission Requirements

There is also increasing recognition from prospective employers that excellent communication skills, the ability to learn, adaptability, and a well-rounded general education are as important as specific skill training, if not more so. A General Arts and Science diploma is excellent preparation for careers in business and social services, especially with those organizations conducting their own training programs.

Continued on page 78.

Semester 1

HUMN1028	Reclaiming Our Sacred Bundle - Medicine Wheel Teachings
HUMN1026	Oral Tradition In Native Culture
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1034	Mathematics
GNEO1003	General Education Foundation

Semester 2

HUMN1027	Native Studies: Heritage, Culture, and Identity
HUMN1025	Ojibway Language I *
COMP1018	Introduction to Oesktop Publishing
COMM1034	Professional Communications I
ELECT	ONE MATH ELECTIVE
one of:	
ENVR1001	Environmental Science I
ANAT1022	Human Biology

Semester 3

HUMN2013	Native Artists and the Media
HUMN2012	Native Literature
COMP1087	Oatabase Management
HUMN1005	Search for Meaning Philosophy
one of:	
SOC1022	Sociology
PSY1033	Introductory Psychology
one of:	
ELECT	ONE MATH ELECTIVE
ELECT	ONE SCIENCE ELECTIVE

Semester 4

HUMN2015	RCAP Report – Addressing Historical and Contemporary Native Issues
HUMN2014	Tribal Wisdom
LI8A2000	Oesktop Video Storytelling
COMM2002	Senior Research Project
ELECT	ONE open ELECTIVE
one of:	
HUMN1008	Arts and Humanities Project
SCI2004	Natural Science Project
SSCI2004	Social Science Project

*More advanced level Ojibway language courses will be offered as electives pending student enrolment in the second year.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

General Arts and Science/Native Studies cont

Your Future Study Options
Advanced standing may be granted to those students who maintain a minimum course average of 60 per cent for college transfer and 75 per cent for university transfer.

PLEASE NOTE
As the program evolves, course selections may change to reflect the needs and interests of Aboriginal students attending George Brown College. This program has been developed for Aboriginal students, however, as enrolment increases Native Studies courses may be offered as electives to students in R101 and R102. For more information please speak to the co-ordinator of the General Arts and Science/Native Studies Program R103.

For more information, call the Co-ordinator of Arts and Science at (416) 415-2306.

Faculty of Community Services & Health Sciences

The Faculty of Community Services & Health Sciences offers a wide range of programs that prepare you for jobs in the rapidly evolving sectors of health care and community services. We prepare you to be an excellent worker, leader in your community and a life-long learner.

George Brown is a leader in professional health care training with a broad spectrum of programs, including diploma nursing, practical and post-diploma nursing, a full range of dental care programs, hearing instrument dispensing, fitness and lifestyle management, and orthotics/prosthetics.

Our faculty has the widest scope of community service and community health care programs in the province. These include professional programs for community workers, human service counsellors, activation co-ordinators, personal support workers, counsellor/advocates for assaulted women and children, child and youth workers, career and work counsellors, early childhood educators, sign language interpreters, and intervenors for deaf-blind persons.

We teach independent thinking, group dynamics, team work, leadership, community awareness and professionalism. There is a heavy emphasis on self-directed and peer learning. All programs include a careful mix of theory and field work. You will put your new knowledge and skills to work in supervised field placements and clinical work.

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Our location in the centre of Toronto means that you will do your field work and/or clinical placements in some of the best and most innovative hospitals, clinics, and community agencies in the province. Students in our Early Childhood Education programs work in one of the College's seven nationally-acclaimed child care centres.

Our professors have years of experience in the subjects they teach, and strong links with their profession and their respective community groups. They work closely with you to resolve problems, build self-confidence and leadership skills, and evaluate learning outcomes.

The Faculty has a growing number of internal and external articulation agreements that enable you to earn dual diplomas and continue your studies at the university level.

Activation Co-ordinator/ Gerontology

Program code: C102 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

An Activation Co-ordinator is a human service professional with specific knowledge in gerontology, whose major goal is to provide and promote meaningful activity based on individual and group needs (physical, social, emotional, intellectual and spiritual).

The objective of the program is to provide training for people seeking employment in activity programming in institutional or community settings as service providers for elderly persons.

The three-day-per-week academic component provides a comprehensive study of the processes of aging. The two-day-per-week experiential component offers students the opportunity to integrate theory with practice in an institutional or community setting under the close supervision of a professional practitioner.

This program is unique in Ontario.

Alternate Study Option

George Brown College offers an alternative study opportunity to practitioners who wish to complete the program while working in the field. For more information, please leave your name in the voice mailbox of the program co-ordinator at (416) 415-2900, #3115. Someone will return your call promptly.

Your Career

The increasing population of older people has created a growing demand for workers with knowledge and skills specific to the needs of later life. Graduates are employed as Activation Co-ordinators in chronic and long-term care facilities, retirement homes, day-care centres for seniors, and community-based service agencies. Employment opportunities are growing rapidly. Ninety per cent of graduates are hired within 6 months of completing the program.

Continued on page 82.

Semester 1

COMP1082	Computer Skills and Applications
GNEO1160	Introduction to Biology of Aging
GERT1012	Assessment Skills
GERT1004	Program Planning, Development and Evaluation
GERT1025	Field Work Seminar I
GERT1018	Field Practice I
COMM1007	College English
COMM1081	Interpersonal Communication Skills
GERT1002	Fitness for Seniors

Semester 2

GERT1010	Special Needs
GERT1036	Organization and Management Skills I
GERT1033	Introduction to Gerontology
GERT1035	Alzheimer's Disease and Related Disorders
GERT1015	Therapeutic Programming I
GERT1027	Field Work Seminar II
GERT1020	Field Practice II
SWRK2001	Group Processes
COMM1034	Professional Communications I

Semester 3

PSY1038	Introductory Psychology
GERT2004	Organization and Management Skills II
COUN2001	Counselling Skills
GERT1039	Values, Ethics and Professionalism
GERT2016	Field Work Seminar III
GERT2009	Field Practice III
GNEO	General Education Elective
GERT2028	Therapeutic Programming II

Semester 4

CWRK2000	Volunteer Management
GERT2006	Community Resources
GERT2023	Social Policy and Governance
GNEO1091	Introduction to Sociology
GERT2018	Field Work Seminar IV
GERT2011	Field Practice IV
GNEO	General Education Elective
GERT1014	Psycho-Geriatrics

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Activation Co-ordinator/ Gerontology cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English or equivalent. Preference is given to those applicants with a minimum of 60 hours documented volunteer or work experience with the activation department of a nursing home or other long-term care facility. Applicants must attend an orientation session.

Successful applicants must submit proof of both a satisfactory medical examination and completion of a standard first aid course.

Student Selection
In the event of oversubscription, applicants will be selected on a basis of academic achievement. As part of the selection process, each applicant must complete a program-specific questionnaire and attend an information session.

Your Future Study Options
Students who successfully complete this program may be considered for exemptions in other Community Services programs at George Brown. They may also quality for exemptions in the Bachelor of Arts (Gerontology) program at McMaster University.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

Assaulted Women's and Children's Counsellor/Advocate

Program code: C107 **Starting**: September
Nightingale Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This program provides students with a feminist analysis of the political and counselling issues related to violence against women and children. It trains students to be agents for change in their work of community education, political action, and law reform. It prepares students to provide counselling and advocacy for women and children who have experienced or are experiencing violence. A major portion of the program is the field work component.

This program is unique in Canada.

Part-time Study Options
George Brown College also offers this program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Graduates work in a variety of settings, including transition and interval houses, rape crisis centres, women's health centres, community centres and victim/witness programs.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English or equivalent required. Applicants must complete a questionnaire and may be invited to attend an information session. Ideal applicants for this program are mature students with volunteer or employment experience in women's services.

Student Selection
After the College has been notified by OCAS that the application has been received, each applicant must complete a program-specific questionnaire and may then be invited to attend an information session.

Semester 1
WOMN1007	Introduction to Feminism
COUN1011	Working with Abused Women I
PSY1071	Child Witness
COUN1020	Introduction to Feminist Counselling
COMM1007	College English
PSY1054	Child and Youth Development
CULT1001	Cross Cultural Communications
WOMN1035	Integrative Seminar I
GNEO	General Education Elective

Semester 2
COUN1014	Group Process I
COUN2013	Working with Children and Youth Experiencing Violence
COMM1034	Professional Communications I
PSY1003	Psychology of Women
WOMN1094	Gender, Race and Class: The Structure of Privilege and Oppression
WOMN1014	Field Work Seminar I
WOMN1037	Integrative Seminar II
WOMN1016	Field Placement I
COMP1082	Computer Skills and Applications

Semester 3
COUN1013	Working with Abused Women II
COUN2014	Working with Women Surviving Sexual Violence I
WOMN2029	Feminist Political Action and Community Development I
COUN2015	Group Process II
WOMN2017	Field Work Seminar II
WOMN2026	Field Placement II
WOMN2031	Integrative Seminar III

Semester 4
COUN2016	Working with Women Surviving Sexual Violence II
WOMN2032	Feminist Political Action and Community Development II
COUN2017	Group Process III
WOMN2022	Field Work Seminar III
WOMN2034	Field Placement III
WOMN2033	Integrative Seminar IV
GNED1019	Global Transformation

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Career and Work Counsellor

Program code: C109
St. James Campus
16 months (4 semesters)
Apply to OCAS

Starting: September*, January
(*fast track option)
Certification: Diploma

Fees: Total annual fees last year for this program were $3,712.40. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

People who want to work in the field of career counselling – or people who are already working in a related field but lack the appropriate education – will be interested in this program. The course schedule has been newly revised to allow completion in just 16 months (12 months for fast track entrants). The program runs year-round and is delivered in modular fashion in semesters 2, 3 and 4.

People who work in this field must be informed about current educational and occupational trends, make appropriate referrals and utilize vocational assessment tools.

This program exposes students to both individual and group career counselling theory and practice. Through a combination of classroom study and supervised placements, they are prepared to deliver career counselling services that are professional, informed and current. Students learn to advise and counsel others on career planning, career change, career revision and school-to-work transition, sometimes related to injury, illness, inappropriate career choice and job loss. Topics covered include job-search preparation, career management, human rights legislation and diversity.

The career-work focus of this program reflects the rapidly changing field of career counselling, and addresses the special diverse requirements of the Metro Toronto community and its vicinity.

This program is unique in Metro Toronto.

Part-time Study Options

George Brown College also offers this program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Semester 1 (September to December)

CARC1001	Overview: Career and Work Counselling
CARC1003	Work and Life: A Career Counselling Perspective
COMM1007	College English
PSY1030	Introduction to Psychology
GNEO	TWO General Education electives must be taken

Semester 2 (January to April)

CARC1005	Individual Career Counselling–Skills and Process I
CARC2003	Theory and Practice of Job Search
CARC1017	Individual Career Counselling–Skills and Process II
CARC2001	Group Career Counselling
CARC1013	Assessment in Career Counselling: Statistics and Tests
CARC2007	Managing Change and Transition

Semester 3 (May to August)

CARC2022	Assessment in Career Counselling: Tests and Interpretations
CARC1009	Career Development Theory I
CARC1019	Resources in the Field
CARC2005	Career and Work Equity Issues
PREP1004	Field Integration I
CARC1024	Practicum I (12 weeks block placement)

Semester 4 (September to December)

CARC2014	Special Topics
CARC2032	Assessment in Career Counselling: Inventories and Interpretation
CARC2016	Career and Work Counselling with Special Needs Clients
CARC1021	Career and Work Counselling with Diverse Populations
CARC1015	Career Development Theory II
PREP2001	Field Integration II
CARC2012	Practicum II

Your Career

Graduates are prepared for a variety of employment settings, from corporate career services to community agencies. They may find work as a career counsellor, career development practitioner, career technician, worker rehabilitation assistant, corporate career planner, job search facilitator, employment counsellor, vocational assessor, career specialist or career information service provider. Ninety per cent of past graduates have found work in the field.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 math and English.

Student Selection

Applicants must submit a letter of personal goals and intent, provide references and attend a structured interview. Fast track candidates must submit post-secondary transcripts.

Your Future Study Options

The College is negotiating with the University of Toronto to create a joint undergraduate degree/certificate program in Career Development. Anticipated start date is September 2000.

FastTrack

Students with a university degree or college diploma may apply for direct entry to the second semester of the program, starting in January.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Child and Youth Worker

Program code: C104 **Starting**: September
St. James Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,183.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The program develops therapeutic skills and abilities in students, enabling them to work creatively with other professionals concerned with the care and treatment of children and adolescents with problems. The academic subjects taken in the program are correlated closely with continuous supervised field experience. The development of self-awareness and emotional maturity is emphasized, along with the ability to relate effectively to others.

Field placements for this program include some of the most prestigious agencies and institutions in Canada, such as psychiatric hospitals, group homes and special education classrooms. Students are expected to work shifts (not overnight) and may be requested to work one weekend per month in the second and third years.

Before entering the first year field placement, students are required to produce evidence that they have successfully completed a standard first aid course.

Your Career

Graduates find employment as workers in treatment centres, group homes, hospitals, schools, and community-based treatment programs.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English or equivalent required. Advanced English at the senior level is strongly recommended.

All applicants must have completed a minimum of 60 hours of paid or volunteer work experience with children or adolescents aged 7-18, that could have been gained through recreational work, camp counselling, "Y" programs or volunteer community programs. These hours must be completed by the time application is made to the program. Preference will be given to applicants who have experience with children and adolescents beyond high school co-op and peer tutoring. (Babysitting experience will not be considered as applicable.)

Semester 1

CYCS1004	Introduction to Child and Youth Care
COUN1001	Interviewing and Counselling I
PSY1005	Introduction to Psychology
PSY1007	Child Development
CYCS1001	Therapeutic Activities
CYCS1015	Integrative Seminar I
GNEO	General Education Elective
COMM1007	College English

Semester 2

PSY1007	Child Development
CYCS1001	Therapeutic Activities
CYCS2002	Child and Youth Work Methods I
CYCS1015	Integrative Seminar I
CYCS1016	Field Practice I
COUN1006	Interviewing and Counselling II
LAW1002	Legislation and Social Issues

Semester 3

PSY2004	Human Sexuality
CYCS2011	Assessment and Plans of Care
CYCS2007	Child and Youth Care Methods II
CYCS3005	Integrative Seminar II
CYCS2010	Field Practice II
SWRK1002	Group Dynamics
CYCS2005	Adolescent Development

Semester 4

SWRK1002	Group Dynamics
PSY2002	Family Processes
CYCS2013	Programming for Adolescents
CYCS2007	Child and Youth Care Methods II
CYCS3005	Integrative Seminar II
CYCS2010	Field Practice II

Semester 5

SOC1003	Sociology
CYCS2015	Supervision and Team Building
PSY3008	Psychopathology I
CYCS2009	Integrative Seminar III
CYCS3002	Field Practice III
CYCS2006	Working with Families
CYCS2005	Research Methods

Semester 6

HUMN3001	Values, Ethics and Professionalism
PSY3009	Psychopathology II
PSY3002	Exceptional Children
CYCS2009	Integrative Seminar III
CYCS3002	Field Practice III

Successful applicants must submit proof of a satisfactory medical examination.

Note: Most placement agencies require students to supply a report from the Canadian Police Information Centre (CPIC). Students who are unable to present satisfactory results from CPIC may find it difficult to complete all the placement requirements of the program.

Student Selection

After the College has been notified by OCAS that the application has been received, each applicant will be asked to submit the following to the program: two letters of reference outlining hours of work, responsibilities and skills, and also a questionnaire that includes a short essay. All documentation must be completed in full and submitted together. The College is unable to consider incomplete submissions.

Your Future Study Options

Graduates may qualify for exemptions in other Community Services programs at George Brown College. They are also eligible for the degree program in Child and Youth Care at Ryerson Polytechnic University.

Fast*Track*

Compressed
George Brown College also offers this program in a delivery format designed specifically for people currently working with troubled children or adolescents.

Fast Track
A 14-month Fast Track option is available for people who have completed a bachelor's degree in a related field.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Human Services Counsellor

Program code: C103 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Extended program available

Apply to OCAS

Our Program

This program offers three areas of specialization: addictions, mental health and criminal justice. Each student selects a major and minor area so that, upon graduation, he/she is prepared for employment as a counsellor in these two areas.

The program combines academic and experiential classroom work with about 1,000 hours of supervised field work. The program is very intensive and emotionally demanding. By developing a knowledge of values, ethics and professional conduct as they relate to social policy and practice, students will explore the role of the human services counsellor as an agent of change within the social services and society. A knowledge of social inequalities as related to class, gender, race, sexual orientation, different abilities, etc., is essential for effective work in the field.

The field practicum provides at least two opportunities to practice counselling skills in different settings under the supervision of professional practitioners.

Extended Program

This program is also offered in an alternative delivery format designed for people who are working. Students in this option are enrolled in a specific section and take courses in a slightly different sequence from the regular program. Applicants who are interested in this option should indicate this on the program-specific questionnaire and request further information. Please call (416) 415-2185 for more information.

Your Career

Among the addictions, mental health and criminal justice settings in which graduates may find employment are: addiction treatment centres, halfway houses, detoxification centres, community centres, and group homes.

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

TWO YEAR OPTION

Semester 1

SWRK1017	Field Work I
SWRK1018	Field Work Seminar I
COUN1021	Counselling Theory and Practice I
COUN1007	Group Process Ia
PSY1061	Human Growth and Behaviour I
SOC1006	Sociology I
COUN1022	Counselling Practice Laboratory I
COMM1007	College English

Semester 2

COUN1007	Group Process Ib
SWRK1017	Field Work I
SWRK1018	Field Work Seminar I
COUN1023	Counselling Theory and Practice II
PSY1062	Controversial Issues in Social Services
LIFE1005	Life Skills Methodology I
COUN1024	Counselling Practice Laboratory II
COMP1082	Computer Skills and Applications
GNEO	General Education Elective

Semester 3

SWRK2028	Field Work II
SWRK2029	Field Work Seminar II
COUN2020	Counselling Theory and Practice III
LIFE2004	Life Skills Methodology II
COUN2009	Group Process IIa
ELECT	One Elective chosen from courses below
ELECT	One Elective chosen from courses below
ELECT	One Elective chosen from courses below

Semester 4

SWRK2028	Field Work II
SWRK2029	Field Work Seminar II
COUN2043	Counselling Theory and Practice IV
COUN2009	Group Process IIb
ELECT	One Elective chosen from courses below
ELECT	One Elective chosen from courses below
ELECT	One Elective chosen from courses below
PHSL2001	Pharmacology and Physiology

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English or equivalent required. Advanced English is strongly recommended. Functional-level English testing may be required.

All applicants must have a minimum of 60 hours of documented, relevant volunteer or work experience in the social services. This may include secondary school co-operative education programs, but does not include participation in self-help groups. Students may apply to the program prior to completing their 60 hours of experience. However, they must provide proof of completion of the required hours before beginning their studies in September. Volunteer hours may be credited towards the program's approximately 1,000 hours of field work.

Student Selection

After the College has been notified by OCAS that the application has been received, each applicant must complete a program-specific questionnaire. Based on the information given, he/she may be asked to attend a group interview/ information session.

Background

The program is primarily aimed at mature students who are open to exploring their own values and world views, can communicate well and show empathy. They must have the requisite volunteer social service or work experience, and may have post-secondary education or relevant work experience. Individuals who have a history of substance abuse, psychiatric care or incarceration may be considered after two years with no active difficulties. Some field placement agencies require a police check (enhanced CPIC) from placement students.

Your Future Study Options

At several universities, graduates of the program are given credit for some of the courses studied, and may be given advanced standing in a degree program, such as that offered at Ryerson Polytechnic University.

In Semesters 3 and 4 students:
Choose two of the following three electives, one as a major area of specialization and one as a minor:

SWRK2032	Addictions: Core Studies I
SWRK2038	Addictions: Core Studies II
SWRK2034	Mental Health: Core Studies I
SWRK2039	Mental Health: Core Studies II
SWRK2036	Criminal Justice: Core Studies I
SWRK2040	Criminal Justice: Core Studies II

Choose the course related to the major area of specialization:

SWRK2033	Addictions: Issues in Counselling Practice I
SWRK2041	Addictions: Issues in Counselling Practice II
SWRK2035	Mental Health: Issues in Counselling Practice I
SWRK2042	Mental Health: Issues in Counselling Practice II
SWRK2037	Criminal Justice: Issues in Counselling Practice I
SWRK2043	Criminal Justice: Issues in Counselling Practice II

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Intervenor for Deaf-Blind Persons

Program code: C108 **Starting**: September
Nightingale Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Intervenors act as the eyes and ears for people who are both deaf and blind. Students will learn to help people with this dual disability to communicate and become more independent, and also assist them with the activities of daily living. This program, the first and largest in the world, was developed in partnership with a number of service providers and deaf-blind consumer associations.

The program provides the knowledge and basic skills to work with children and adults who are deaf-blind, including individuals who may be medically fragile. Intervenors facilitate access to information and interactions within the environment with people who are deaf-blind. The program combines theory and practical experience, allowing participants to learn specialized techniques of intervention and a variety of alternative communication methods. Skills are applied during the three field placements that consist of 140 hours per semester in semesters 2, 3 and 4. Further learning is enhanced by a variety of field excursions and guest speakers currently involved in the field.

Your Career

Graduates find career employment as intervenors with boards of education, social service agencies, people who are deaf-blind, community residential settings and specialized school programs and institutions. There is a demand for intervenors in a number of countries throughout the world.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English required. Successful applicants must provide proof of a satisfactory medical examination.

Student Selection

As part of the selection process, each applicant must complete a program-specific questionnaire, attend an information session and complete an English Skills Verification Test. Applicants living farther than 150 km from Toronto have the option of a telephone interview.

Semester 1

INTV1002	Interpersonal Skills
INTV1003	Introduction to Field and Community Resources
INTV1004	Deaf-Blind Communication I
INTV1005	Deaf-Blind Communication II
INTV1006	Orientation and Mobility
SOC1008	Sociology (Relevant to Deaf-Blindness)
COMM1007	College English
ANAT1027	Anatomy and Physiology

Semester 2

INTV1008	Field Work Practice
INTV1007	Field Work Seminar
INTV1009	Deaf-Blind Communication I
INTV1010	Deaf-Blind Communication II
PSY1051	Human Growth and Development
INTV1011	Skills of Daily Living/Assistive Devices
COMP1082	Computer Skills and Applications

Semester 3

HUMN2007	Values, Ethics and Professional Issues
INTV2001	Field Work Seminar
INTV2002	Field Work Practice
INTV2003	Deaf-Blind Communication I
INTV2004	Deaf-Blind Communication II
INTV2006	Deaf-Blind Communication III

Semester 4

INTV2007	Independent Project
INTV2008	Field Work Practice
INTV2009	Field Work Seminar
INTV2010	Deaf-Blind Communication I
INTV2011	Deaf-Blind Communication II
PSY1032	Introduction to Psychology
INTV2013	Intervention with Medically Fragile Persons
INTV2012	Deaf-Blind Communication III (optional)

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

Community Worker

Program code: C101 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Community Worker program enables people with a commitment to community work and social justice to enhance and develop their knowledge and skills. Graduates of this program work with community service organizations and community groups who need help in identifying and taking action on community issues.

The program consists of classroom instruction and field work practice. Emphasis is placed on learning by sharing ideas and experiences. Each student is expected to be mature and self-directed, and assume the major responsibility for his or her own learning.

Your Career

The community worker is a generalist in community development who works primarily in a resource capacity with groups and community organizations. Graduates are employed in co-operatives, advocacy programs, front-line social services, community service programs, ethno-specific agencies, immigrant and refugee services, and organizations that develop community services such as day care and housing.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Functional-level English testing may be required. Background courses in sociology, social issues, political science, and history are assets.

Student Selection

As part of the selection process, each applicant must complete a program-specific questionnaire and may be invited to attend an information session.

Continued on page 92.

Semester 1

CWRK1006	Community Work Forum
GNEO1089	Political Science I
CWRK1005	Human Rights
CWRK1008	Interpersonal Communications
CWRK1001	Introduction to Community Work
COMM1007	College English
COMP1082	Computer Skills and Applications

Semester 2

CWRK1003	Community Analysis
GNEO1038	Sociology: A Critical Approach
PSY1009	Lifespan Development
CWRK1009	Group Dynamics
CWRK1011	Field Seminar II
CWRK1010	Field Work II
COMM1034	Professional Communications

Semester 3

CWRK2012	Proposal Development and Funding
CWRK2019	Canadian Social Policy
COUN2003	Counselling
CWRK2009	Field Seminar III
CWRK2002	Field Work III
ELECT	Program Elective
GNEO	General Education Elective

Semester 4

CWRK2014	Community Organizing
POLI2000	Political Science II
CWRK2016	Group Leadership
CWRK2018	Field Seminar IV
CWRK2017	Field Work IV
ELECT	Program Elective
GNEO	General Education Elective

Electives may change according to student interest and community trends. Examples of electives include: Anti-Racism Strategies, Community Legal Services, Social Housing, Popular Education, Women's Studies, and Inter-Agency Communication. There will be approximately 650 hours of field experience during the course of the program.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Community Worker cont

Background
Related work experience, extensive life experience, and previous community involvement are strongly recommended. The ability to develop effective communication skills, a belief in the involvement of people in decision-making, and a commitment to human rights and social justice are essential.

Your Future Study Options
Students who successfully complete this program may qualify for exemptions in social work at Ryerson Polytechnic University, in social science/sociology programs at York University, and in the Human Services Counsellor program and the Assaulted Women's and Children's Counsellor/Advocate program at George Brown College. Advanced standing in certain other degree programs may be available. Inquire when applying.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

Early Childhood Assistant

Program code: C105 **Starting**: September
Nightingale Campus **Certification**: Certificate
30 weeks (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
The program trains students to work as assistants with young children, aged six weeks to 5 years, in child care centres and nursery schools. Emphasis is placed on basic skills development. Within each semester, the weeks are divided into three days of classroom theory and two days of field experience. In addition, there is a field block placement in each semester.

Your Career
Graduates may find employment as assistant teachers in child care centres and nursery schools or as family-home child care providers.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Minimum Grade 11 English. Successful applicants must submit proof of a satisfactory medical examination.

Student Selection
After the College has been notified by OCAS that the application has been received, each applicant must complete a program-specific questionnaire and then be invited to attend an information session.

Background
Previous work/volunteer/co-op experience with young children is desirable, but not essential. Courses in family studies (with a child care focus) are recommended.

Your Future Study Options
Students who complete the Early Childhood Assistant program and SOC1031 Introductory Sociology may apply directly to the second year of the Early Childhood Education program (C100).

Semester 1

GNE01047	Infant and Child Development
ECE1039	Health, Safety and Nutrition*
ECE1056	Foundations of ECE I
ECE1041	Creative Expression
ECE1005	Field Practice I
COMM1073	Language and Communications I
ECE1052	Interpersonal Communications
COMP1082	Computer Skills and Applications

Semester 2

GNE01047	Infant and Child Development
ECE1071	Creative Expression
ECE1069	Health, Safety and Nutrition
ECE1010	Field Practice II
ECE1075	Foundations of ECE II
COMM1091	Language and Communications
GNED1016	Foundations for Humanities, Arts, Technology and Science

*Students are required to complete a standard first aid course as part of their Health, Safety and Nutrition course.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Early Childhood Education

Program code: C100
Nightingale Campus
2 years (4 semesters)
or 18 months continuous

Starting: September, January
Certification: Diploma
Summer classes
(with January start)

Apply to OCAS

Our Program

This program enables students to gain skills and knowledge through a unique system of alternating blocks of classroom theory and field practice. George Brown's program provides theoretical and practical training with infant, toddler, pre-school and school-aged children. The program trains students to work with children aged six weeks to 12 years, in a variety of early childhood education settings.

Each semester is divided into blocks of seven weeks. One block is for academic studies, the other is for field placement where students have the opportunity to work with children of all ages in a variety of settings.

Part-time Study Options

George Brown College also offers this program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates may find employment in child care centres and nursery schools. Opportunities also exist in pediatric playrooms, special education settings, junior kindergarten, therapeutic nursery programs and in-home care. Your ECE diploma will give you credit towards degree programs at other institutions. It also makes you eligible for certification by the Association of Early Childhood Educators of Ontario.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English. Successful applicants must submit proof of a satisfactory medical examination upon entering the program.

Fees: Total annual fees last year for this program were $2,148.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Semester 1

PSY1056	Infant and Child Development
ECE1039	Health, Safety and Nutrition†
ECE1040	Interpersonal Communication
ECE1041	Creative Expression
ECE1024	Field Practice I
ECE1056	Foundations of ECE I
ECE1073	Creative Play Workshops
ECE1074	Observation, Planning and Evaluation
SOC1031	Introductory Sociology
COMM1007	College English

Semester 2

ECE1076	Observation, Planning and Evaluation
ECE1077	Creative Play Workshops
ECE1075	Foundations of ECE
COMP1082	Computer Skills and Applications
PSY1075	Infant and Child Development
ECE1069	Health, Safety and Nutrition
ECE1070	Interpersonal Communication
ECE1071	Creative Expression
ECE1026	Field Practice II

Semester 3

ECE2046	Policy, Advocacy and Legislation
ECE2045	Curriculum Development
GNED1088	Wellness and Healthy Practices in ECE
ECE2028	Children with Special Needs
ECE2029	Working with Families
ECE2014	Field Practice III
ECE1058	Planning and Guidance – Infant and Toddler or
ECE1059	Planning and Guidance – Preschool or
ECE1060	Planning and Guidance – School Age
GNED1017	Children's Literature or
GHUM1000	Images of the Family in Art or
GHUM1174	Politics of Language

Student Selection

After the college has been notified by OCAS that the application has been received, each applicant must complete a program-specific questionnaire and will be invited to attend an information session.

Background

Experience in working with young children is desirable.

FastTrack

Applicants who have obtained a degree in a related area (i.e. Sociology, Psychology) and have experience working with young children, may enter directly into the second year of the program, provided that they supply documentation and complete a two week-orientation course in June.

Semester 4

ECE2048	Policy, Advocacy and Legislation
ECE2092	Children with Special Needs
ECE2050	Working with Families
ECE2047	Curriculum Development
ECE2042	History of ECE
ECE2044	Group Dynamics
ECE2017	Field Practice IV
ECE1058	Planning and Guidance – Infant and Toddler or
ECE1059	Planning and Guidance – Preschool or
ECE1060	Planning and Guidance – School Age*
GNED1037	Human Growth and Development

*Over the four semesters, students must complete each of the Planning and Guidance courses.

†Students are required to complete a standard first aid course as part of their Health, Safety and Nutrition course.

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Pre-Interpreter NEW

Program code: C113
St. James Campus
1 year (2 semesters)

Starting: September
(Program under development, pending Ministry approval)
Certification: Certificate

Fees: TBA

Apply to OCAS

Our Program

This program provides intensive preparation in American Sign Language and English, plus an orientation to Deaf culture and current social issues affecting Deaf people. The curriculum combines opportunities to learn and practice American Sign Language (ASL) with classroom teaching about the structure and features of this language. Students will learn to understand and participate in basic conversations in ASL. They will also develop stronger skills in spoken and written English. Students will also develop a basic understanding of the role of the ASL-English Interpreter.

Part-Time Study Options

Basic courses in American Sign Language are available in the evenings. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

You will be able to use your ASL skills to communicate with Deaf people in a wide variety of business, educational, and social service settings. This certificate will be of particular advantage in combination with qualifications in business, early childhood education, teaching, nursing, counselling, and other diplomas and degrees. Fluency in ASL is an asset for anyone who deals with members of the Deaf community or with the general public. Note that this program does not prepare you to be a Sign Language Interpreter, although it can prepare you to meet the entrance requirements for that program.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent or mature student status (see page 292). Grade 12 English required. Advanced level of English is strongly recommended.

Student Selection

Applicants will be asked to complete a questionnaire and may be invited to an information session.

Your Future Study Options

Graduates may apply to the ASL-English Interpreter program at George Brown or at other colleges if they wish to become Sign Language Interpreters.

Curriculum under development

Semester 1

	ASL
	Visual Gestural Communication
COMM1007	College English
GNEO	General Education Elective

Semester 2

	ASL
	Introduction to the Deaf Community
	Fingerspelling and Number Use in ASL
COMP1082	Computer Skills and Applications English
GNEO	General Education Elective

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

ASL-English Interpreter

Program code: C110
St. James Campus
3 years (6 semesters)

Starting: September
Certification: Diploma

Apply to OCAS

Fees: Total annual fees last year for this program were $2,166.10. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program will prepare students to work as effective sign language interpreters facilitating communication between deaf and hearing persons. The ASL-English curriculum combines theoretical and practical learning experiences that will further develop the students' linguistic knowledge and understanding of the two languages, as well as their awareness of deaf and hearing cultures.

Students will have the benefit of a variety of learning environments, including the classroom, laboratory practice and field placements. Skills are applied during the five field placements that take place in all but the first semester. The program combines theory and practical experience, allowing participants to learn specialized techniques of interpreting in a variety of settings. Further learning is enhanced through field excursions and guest speakers currently involved in the field.

Part-time Study Options

George Brown College also offers evening courses in American Sign Language. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates will be qualified for careers as entry-level sign language interpreters with boards of education, social service agencies, government contracts, community residential settings, specialized school programs, and institutions. Many sign language interpreters do freelance work.

Continued on page 98.

Semester 1

SIGN1002	Introduction to the Profession
SIGN1003	Deaf Culture and Community I
SIGN1004	ASL I
SIGN1006	Fundamentals of Interpreting I
COMM1007	College English
GNEO1097	Anatomy and Physiology
GNEO	General Education Elective

Semester 2

SIGN1001	Interpersonal Skills
SIGN1007	Field Observation
SIGN1008	Field Seminar I
SIGN1013	Deaf Culture and Community II
SIGN1014	Fundamentals of Interpreting II
SIGN1015	ASL II
COMM1034	Professional Communications I
COMP1082	Computer Skills and Applications

Semester 3

SIGN1010	Interpreting: English to ASL I
SIGN1009	Interpreting: ASL to English I
SIGN2001	ASL III
SIGN2005	Field Placement III
SIGN2006	Field Seminar III
SIGN1012	Linguistics of ASL I
GNED1039	Values, Ethics and Professional Issues
GNEO	General Education Elective
COMM1035	Professional Communications II

Semester 4

SIGN2002	Interpreting: English to ASL II
SIGN2008	ASL IV
SIGN2010	Field Placement IV
SIGN2011	Field Seminar IV
SIGN2012	Linguistics of ASL II
SIGN2013	Interpreting: ASL to English II
SIGN2014	Interpreting in Specialized Settings I
SIGN2016	Psychology of Language Acquisition

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

ASL-English Interpreter cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English required. Advanced level of English is strongly recommended. Successful applicants must provide proof of a satisfactory medical exam. Applicants must demonstrate conversation level skills in receptive and expressive ASL (American Sign Language).

Student Selection
As part of the selection process, each applicant must complete a program-specific questionnaire, attend an information session, complete an English Skills Verification Test and demonstrate fluency in ASL.

Your Future Study Options
Students who have completed community college or university programs may be eligible for course exemptions. Transcripts must be provided.

Semester 5
SIGN3007	ASL V
SIGN3008	ASL Discourse
SIGN3009	Interpreting: ASL and English Discourse I
SIGN3010	Interpreting in Specialized Settings II
SIGN3011	Field Placement V
SIGN3012	Field Seminar V

Semester 6
SIGN3013	ASL VI
SIGN3014	Interpreting: ASL and English Discourse II
SIGN3015	Entrepreneurial Skills for Interpreters
SIGN 3016	Field Placement VI
SIGN3017	Field Seminar VI

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2310 between 8:30 a.m. and 4 p.m.

Behavioural Science NEW

Program code: TBA
3 years (6 semesters)

Starting: September
(Program under development, pending Ministry approval)

Apply to OCAS

Our Program
This three-year program will provide students with an opportunity to study and apply behavioural theory in a variety of settings. The themes in the program include behavioural theory and application, ethics and professionalism, diversity, scientific method, counselling, general education, professionally related courses, and a major emphasis on practical application in the field.

Your Career
Graduates of the program are employed in a variety of settings with diverse population groups of all ages. They may work as counsellors and consultants in schools, residential and correctional facilities, and rehabilitation and vocational agencies.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, including Grade 12 English and math, or mature student status (see page 292). Successful applicants must submit proof of a satisfactory health assessment.

Note: Most placement agencies require students to supply a report from the Canadian Police Information Centre (CPIC). Students who are unable to present satisfactory results from the CPIC will not be accepted into the program.

Student Selection
Students may be invited to complete a program-specific questionnaire and attend an information session.

Fast*Track*

Students with a university degree in psychology or a relevant college diploma may apply for entry into a Fast Track stream and complete the program in 10 concurrent months.

Curriculum under development

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Clinical Methods in Orthotics/ Prosthetics – Post Diploma

Program code: S407 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $3,821.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The two-year program is co-ordinated between George Brown College and Sunnybrook Health Sciences Centre, with associate clinics at Chedoke-McMaster Hospital and the Canadian Centre for Prosthetics. Students will be trained in making and fitting prostheses (artificial limbs) and orthoses (braces and splints).

Students obtain clinical experience under the direction of certified prosthetists/orthotists.

This program will appeal to students who have a background in health sciences and are interested in working with people and helping patients in their attempts to overcome disabilities.

Graduates will be eligible for certification by the Canadian Board for Certification of Prosthetists and Orthotists. For further information, call (416) 480-5783.

This program is unique in Ontario.

Your Career

Employment is available in orthotic and prosthetic management at hospitals, rehabilitation centres and private facilities throughout Canada.

Admission Requirements

This is a post-diploma/post-degree program. Graduates from the Orthotics/ Prosthetics Technician program, or graduates with backgrounds in kinesiology, physiotherapy, physical education, engineering, nursing and other related fields will be considered as suitable applicants.

Student Selection

An initial pre-screening test will take place in early April. Qualified applicants will be interviewed.

Semester 1

ORTH1001	Orthotics/Prosthetics Clinical Theory I
ORTH1005	Orthotics/Prosthetics Laboratory Procedures I
ORTH1002	Applied Orthotic/Prosthetic Clinical Techniques I
ANAT1017	Anatomy for Orthotics/Prosthetics I
KINE1002	Kinesiology and Biomechanics

Semester 2

ORTH1003	Orthotics/Prosthetics Clinical Theory II
ORTH1004	Applied Orthotic/Prosthetic Techniques II
ORTH1006	Orthotic/Prosthetic Laboratory Procedures II
ANAT1018	Anatomy for Orthotics/Prosthetics II
PHSL1003	Physiology for Orthotics/Prosthetics

Semester 3

ORTH2003	Orthotics/Prosthetics Clinical Theory III
ORTH2004	Applied Orthotics/Prosthetics Clinical Techniques III
ORTH2007	Orthotics/Prosthetics Laboratory Procedures III
PATH1013	Pathophysiology for Orthotics/Prosthetics I
KINE2001	Prosthetics and Orthotic Clinical Case Studies
ORTH2005	Powered Prosthetics

Semester 4

ORTH2018	Orthotics/Prosthetics Clinical Theory IV
ORTH2008	Orthotics/Prosthetics Laboratory Procedures IV
ORTH2006	Applied Orthotics/Prosthetics Clinical Techniques IV
PATH2004	Pathophysiology for Orthotics/Prosthetics II
ORTH2001	Practice Management and Professional Issues In Orthotics/Prosthetics

For more information or if you are applying to this program, call (416) 480-5783 between 9 a.m. and 1 p.m. on Wednesdays.

Dental Assistant Level I and II

Program code: S113 **Starting**: September
Casa Loma Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,815.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Dental Assistant program prepares you to assume the duties of a Level I chairside assistant, who assists during operative and specialty procedures, and also the responsibilities of a Level II assistant, who performs intra-oral functions such as polishing teeth and applying dental dams. Students also learn to take and process X-rays, prepare dental materials and manage client records. Learning takes place alongside students in the Dental Hygiene, Restorative Dental Hygiene, Denturism and Dental Technology programs.

The program includes work experience at the University of Toronto Faculty of Dentistry, BayCrest Centre for Geriatric Care, and in dental offices and hospitals. Many of the courses are offered through independent learning.

Your Career

Graduates may apply for certification with the Ontario Dental Nurses and Assistants Association and will be listed with the Royal College of Dental Surgeons of Ontario. They find employment in private practice, public health and hospitals.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English. Grade 11 or 12 biology and chemistry. Candidates must provide proof of a current certificate in CPR (Level C) basic rescuer level approved by the Ontario Heart Foundation at the commencement of the pre-clinical segment.

Accepted students will be required to attend a mandatory orientation session during the week prior to commencement of classes.

Student Selection

Applications must be received by February 1, 2000 to be considered. Qualified applicants will be selected on the basis of test results in English, mathematics, basic sciences and human biology.

Semester 1

COMM1007	College English
GNEO105B	Introductory Psychology
ANAT103B	Head and Neck Anatomy
BIOL1023	Human Biology I
OENT1046	Oental Materials I
OENT1047	Oental Radiography I
OENT104B	Pre-clinical Techniques – Theory
OENT1049	Oental Ethics and Oental Business Skills
OENT1050	Pre-clinical Techniques – Practical
BIOL1027	Microbiology for the Oental Assistant

Semester 2

BIOL1028	Human Biology II
OENT1051	Oental Radiography II
OENT1052	Oental Anatomy
OENT1053	Oental Materials II
OENT1054	Introduction to Oral Histology and Periodontology
OENT1055	Preventive Oentistry
OENT1056	Clinical Techniques – Theory
OENT1057	Clinical Techniques – Practical
OENT1058	Field Practice
NUTR1016	Nutrition and Nutrition Counselling
PATH1012	Oral Pathology
PHAR1004	Pharmacology and Emergency Care
OENT1075	Community Health for the Oental Assistant
GNEO	General Education Elective
COMP1082	Computer Skills and Applications

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Dental Hygiene

Program code: S112 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $5,897.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Dental Hygiene program prepares students to meet the needs of a dynamic profession. The program clearly articulates the dental hygiene process model of care, comprising preparation, assessment, planning, implementation and evaluation. All procedures performed for the client are based on individual needs and the client is viewed as a partner in care.

Students evaluate the care provided by delineating short- and long-term goals and employing strategies for continued care.

Note: All students are responsible for providing their own dental clients for the clinical component of the program.

The field placement component provides the student with the opportunity to participate in community health settings. The program is subject to change pending any legislation review.

Graduates of this program must successfully complete the National Dental Hygiene Certification examination to be eligible for registration by the College of Dental Hygienists of Ontario.

Your Career

Dental Hygiene practice settings include private practice, community health, hospitals, teaching institutions, collective living centres, research and industry.

Semester 1

DENT1037	Dental Anatomy
BIDL1024	Anatomy and Physiology
DENT1060	Dental Hygiene Principles I
DENT1062	Dental Hygiene Clinic I
DENT1064	Dental Radiography I
DENT1066	Dental Materials
DENT1067	General Histology
BIOL1004	Microbiology and Infection Control
GNEO	General Education Elective

Semester 2

ANAT1038	Head and Neck Anatomy I
DENT1061	Dental Hygiene Principles II
DENT1063	Dental Hygiene Clinic II
DENT1065	Dental Radiography II
DENT1068	Oral Histology and Embryology
DENT1069	Periodontics I
HLTH1016	Community Health I
NUTR1017	Nutrition
PHAR1005	Pathophysiology and Pharmacology I
GNED	General Education Elective

Semester 3

ANAT2002	Head and Neck Anatomy II
DENT2017	Dental Hygiene Principles III
DENT2018	Dental Hygiene Clinic III
DENT2020	Advanced Concepts in Preventive Dentistry
GNED1057	Developmental Psychology
HLTH2018	Community Health II
DENT2021	Periodontics II
PHAR2002	Pathophysiology and Pharmacology II
DENT2031	Oral Pathology
DENT2029	Community Field Practicum I

Semester 4

DENT2019	Dental Hygiene Clinic IV
HLTH2019	Community Health III
DENT2022	Dental Specialties
GERT2027	Gerontology
SSCI1009	Professional Ethics and Jurisprudence
DENT2028	Case Presentation
DENT2030	Community Field Practicum II
DENT2036	Dental Hygiene Principles IV

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, including Grade 12 English, mathematics, Grade 11 or 12 biology and Grade 11 or 12 physics or chemistry, or mature student status (see page 292).

Students are required to obtain or show proof of a current CPR basic rescuer certificate (Level C) approved by the Ontario Heart Foundation and a standard first aid certificate during the first two months of Semester 1, which must be kept current throughout the program. They must complete and submit the George Brown health form during the first weeks of the program. The college recommends that students have the Hepatitis B vaccination prior to entry.

Accepted students will be required to attend a mandatory orientation session during the week prior to commencement of classes.

Student Selection

Applications must be received by February 1, 2000 to be considered. Qualified applicants will be selected on the basis of test results in English, mathematics and basic sciences. Applicants may be required to complete an essay at the time of testing. A personal interview may be required.

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Dental Office Administration

Program code: S115 **Starting**: September
Casa Loma Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,068.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program will equip you with a strong combination of the office administrative skills and clinical knowledge necessary to work effectively in a dental practice. You will study dental office procedures such as preparation and maintenance of client records, inventory systems, recall systems, appointment scheduling, dental insurance, accounting, computer literacy, as well as oro-facial anatomy and radiographic processing.

You will also gain practical experience by observing clinical operations, working with students in the Dental Hygiene and Dental Assistant programs as a dental health care team member, and completing a two-week placement in a dental health care facility.

This program is unique in Metro Toronto.

Your Career

After graduation, you will be fully prepared to become an integral part of the dental health care team. You may find a position with a solo dental practice, a specialty group practice or a clinic as a receptionist/administrator. With experience, you can look forward to a supervisory or office management position.

Graduates are eligible to write the Ontario Dental Nurses and Assistants Association (ODN&AA) certification examination for Certified Dental Receptionists (CDR).

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and keyboarding speed of approximately 25-30 wpm.

Student Selection

In the event of oversubscription, students will be selected on the basis of academic achievement.

Semester 1

OENT1010	Dental Office Procedures I
ANAT1031	Oro-facial Anatomy
ENGL1013	Essential English Grammar
OENT1018	Dimensions in Dental Management I
GNEO1003	General Education Foundation
COMP1082	Computer Skills and Applications

Semester 2

ACCT1014	Introductory Accounting
COMM1007	College English
SOC1027	Self and Society
OENT1016	Dental Office Procedures II
OENT1013	Orientation to Radiography
OENT1020	Dimensions In Dental Management II
ANAT1032	Oro-facial Anatomy

For more information, call (416) 415-4543 between 10 a.m. and 3 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Dental Technology

Program code: S100 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $3,699.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Dental technologists make a major contribution to the practice of dentistry. These dental workers fabricate all the various appliances used by dentists in the treatment of patients.

Dental technologists fabricate: orthodontic appliances, full dentures, partial dentures, crowns and bridges from a dentist's prescription. The technologist may also produce specialty items such as surgical splints and sports mouthguards, as well as implant-related restorations.

The teaching program is highly project-oriented and the student-instructor ratio allows for individual instruction throughout the program.

This program is unique in Ontario.

Part-time Study Option

George Brown College also offers evening courses leading to a diploma in dental technology. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find employment as technicians in dental laboratories, with dentists or as sales representatives with dental supply companies. After one year's work experience, graduates can write the qualifying exam to become registered dental technologists in Ontario.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and Grade 11 or 12 chemistry, physics and biology.

Student Selection

Mature applicants may be required to attend a preliminary examination in science and/or English.

Qualified applicants will be selected on the basis of test results in English and basic sciences. Qualified applicants may also be required to attend an interview and/or orientation session. Applications must be received by February 1, 2000 to be considered.

Semester 1

COMM1007	College English
ANAT1038	Head and Neck Anatomy I
OENT1028	Dental Materials I
GNEO1003	General Education Foundation
OENT1026	Complete Denture Construction (Practical)
OENT1030	Orthodontics I
ANAT1010	Functional Anatomy

Semester 2

ANAT1030	Oro-facial Anatomy
OENT1014	Crown and Bridge I
OENT1015	Removable Partial Dentures
BIOL1004	Microbiology and Infection Control
COMP1082	Computer Skills and Applications
OENT1052	Dental Anatomy
OENT1066	Dental Materials II
OENT2031	Oral Pathology

Semester 3

OENT2001	Complete Dentures I
OENT2002	Crown and Bridge II
OENT3001	Partial Dentures
OENT2014	Orthodontics

Semester 4

OENT2003	Crown and Bridge and Ceramics I
OENT2004	Cast Partial Dentures
OENT2005	Complete Dentures II
MGMT2012	Applied Management Practice
DENT2014	Orthodontics

Semester 5

OENT3010	Complete and Partial Dentures
OENT3011	Crown and Bridge and Ceramics II
OENT3012	Orthodontics

Semester 6

OENT3008	Specialty Pre-Grad Lab Experience II
OENT2010	Dental Lab Management

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m.

Denturism

Program code: S101 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $3,852.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Students are trained in the denturist's scope of responsibilities – the assessment of dental arches missing some or all teeth, and the design, construction and fitting of removable dentures, including repair and alteration. In addition, the student will study basic science, dental science, health promotion, management and denturist practice. All areas of study will observe the International Baseline Competencies Profile for Denturist Education, sanctioned by the Denturist Association of Canada (DAC) and the International Federation of Denturists (IFD). Graduates of this program must successfully complete the licensing examination to be eligible for registration by the College of Denturists of Ontario.

Your Career

Denturists choose to either establish a private practice or associate with other denturists/dental health providers.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 English and Grade 11 or 12 chemistry, physics and biology.

Student Selection

Qualified applicants will be selected on the basis of test results in English and biology and may be required to attend an interview and perform a manual dexterity test. All candidates must attend an orientation session. Applications must be received by February 1, 2000 to be considered.

IDEC (the International Denturist Education Centre of George Brown College), **in co-operation with the denturist profession**, provides education, training, research and development to meet the needs of the international denturist community. Contact IDEC program co-ordinator Mike Vakalis at (416) 415-4793 for more information

Semester 1

ANAT103B	Head and Neck Anatomy I
OENT1027	Oenturist Practice Pre-Clinical Prosthetics (Practical)
BIOL100B	Biology: General Anatomy and Physiology I
OENT1028	Dental Materials
GNED	General Education Elective

Semester 2

OENT1052	Oental Anatomy
HIST1001	General History/Oental Histology
OENT1025	Denturist Practice/Pre-Clinical Prosthetics
BIOL1011	Biology: General Anatomy and Physiology II
PHAR1001	Pharmacology and Pathology
GNEO1003	General Education Foundation
COMM1007	College English
COMP10B2	Computer Skills and Applications

Semester 3

OENT1024	Community Oentistry (Denturism)
DENT2016	Removable Denture Clinic
DENT2007	Oenturist Practice/Partial Dentures I
HIST1003	Periodontology and Embryology
PATH1009	Pathophysiology I
OENT2015	Removable Oenture Theory
BIOL1004	Microbiology and Infection Control

Semester 4

OENT2008	Oenturist Practice I
OENT2009	Oenturist Practice/Partial Oentures II
DENT2013	Radiographic Pattern Recognition
PATH1010	Pathophysiology II
PATH1004	Oral Pathology
MGMT2012	Applied Management Practice
DENT3002	Preventive Oentistry
GERT1030	Gerontology

Semester 5

OENT3004	Denturist Practice II
GNEO1045	Nutrition
DENT3013	Oenturist Practice/Implant Prosthesis

Semester 6

OENT3005	Oenturist Practice III
GNED110B	Management, Ethics and Professional Responsibilities
OENT3003	Pre-Graduate Clinical III
OENT3006	Oenturist Practice/Implant Prosthesis
BUS3005	Solving Problems in Professional Relations

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m. Monday to Friday.

Fitness and Lifestyle Management

Program code: S114 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
compressed to 2 calendar years
Apply to OCAS

Fees: Total annual fees last year for 3 semesters (1½ years) for this program were $3,787.40. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program prepares graduates to meet the multi-dimensional demands of a growing market in fitness and preventive health care as well as the new areas of exercise rehabilitation and personal training.

The program is six semesters in length but is delivered in a compressed format over two years from September to June. The curriculum reflects the growing demand in the area of orthopedic rehabilitation where a fitness graduate would work with a team of specialists to provide exercise therapy as part of the rehabilitation process. The program also meets the increased demand for qualified personal trainers to provide client-centred one-on-one exercise or activity sessions in various settings.

Fitness professionals provide assessment, counselling, exercise prescription and leadership services that require keen motivational, technical and organizational skills. Along with strong interpersonal and communication skills, the practical and administrative skills of Fitness and Lifestyle Management program graduates are widely recognized by the industry and are paramount in the provision of safe, effective health, fitness and rehabilitation programs.

In Year 1 (Semesters 1, 2, 3), students study kinesiology, nutrition, physiology with application to fitness assessment, exercise technique and exercise class leadership. Students become certified nationally as CFCs (Certified Fitness Consultant). In addition, students learn about the treatment and prevention of injuries and client-centred exercise techniques.

In Year 2 (Semesters 4, 5, 6), students further develop skills and knowledge in nutrition, counselling, fitness assessment, exercise prescription for apparently healthy and special populations, as well as exercise leadership and the pathology of health conditions. Students have the opportunity to become OFC (Ontario Fitness Certification) certified as Basic Fitness Leaders. These skills, along with organization and management, are practiced under direct staff supervision by providing client services to staff and students of the College in the Fitness Centre.

Continued on page 108.

YEAR 1

Semester 1

KINE1001	Kinesiology I
PHSL1002	Muscle Physiology
GNEO1069	Fitness, Health and Well-Being
HLTH1003	Applied Exercise Techniques I
PHSL1004	Physiology of Exercise I
HLTH1012	Introduction to Fitness Management
HLTH1010	Introduction to Health Promotion
COMM1007	College English
ELECT	Elective

Semester 2

KINE1004	Kinesiology II
GNEO1045	Nutrition
HLTH1006	Fitness Assessment II and Tri-ad
HLTH1007	Exercise Class Leadership I
HLTH1005	Fitness Assessment I
HLTH2021	Treatment and Prevention of Injuries I
COMP10B2	Computer Skills and Applications

Semester 3

HLTH2020	Fitness Testing Clinic and ECG
PHSL2004	Physiology of Exercise II
NUTR2001	Nutritional Guidance
HLTH1009	Exercise Class Leadership II
HLTH1017	CPAFLA

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Fitness and Lifestyle Management cont

New courses in injury management, biomechanics and ergonomics and personal training expand the students' skills and knowledge. Students take practical and written examinations for the George Brown College Certificate in Personal Training. The program faculty works closely with the industry and professional associations to prepare fitness professionals for employment in clinical, rehabilitation, home and work environments, to assist clients in effectively preventing or recovering from injuries as well as achieving health, fitness or performance goals. In the final semester, students apply their knowledge and skills in a placement setting of their choice.

Your Career

Graduates find employment in a variety of commercial fitness facilities, community centres, parks and recreation centres, employee fitness centres, hospitals and rehabilitation clinics, as exercise therapists, hotel and condominium facility managers and personal trainers.

With the focus shifting from curative to preventive health care management, career opportunities will expand in these areas and new markets will develop as more individuals adopt an active lifestyle.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 English and Grade 11 or 12 biology.

Student Selection

Applicants will be selected on the basis of test results in English and the basic sciences, as well as their high school biology mark. It is valuable to have experience in fitness, recreation or activity leadership as a volunteer or employee. Leadership recognition, fitness industry workshops or certifications, and related experiences are assets. Applicants must attend an orientation session offered for the program. All applications must be received by February 1, 2000 to be considered.

Your Future Study Options

Students who successfully complete this program may qualify for exemptions from credits in physical education and kinesiology programs in university.

YEAR 2

Semester 4

HLTH2031	Personal Training Certificate I
HLTH2023	Fitness Management Operations I
HLTH2006	Guidelines for Exercise Prescription
HLTH2015	Client-Centred Exercise Techniques
HLTH2025	Advanced Fitness Assessment I
HLTH2010	Exercise Class Leadership III
HLTH2017	Clinical Health Counselling
HLTH1004	Applied Exercise Techniques II

Semester 5

HLTH2028	Prevention and Treatment of Injuries II
HLTH2026	Biomechanics and Ergonomics
HLTH2012	Advanced Fitness Assessment II
HLTH2008	Exercise Prescription for Special Cases
HLTH2027	Fitness Management Operations II
PATH1014	Pathology for Special Populations
HLTH2013	Exercise Class Leadership IV
HLTH2002	Fitness Marketing and Computer Techniques
ELECT	Elective

Semester 6

HLTH2016	Clinical Training in the Fitness Field
NUTR2002	Nutritional Guidance for Special Cases
HLTH2029	Personal Training Certification
HLTH2030	Fitness Management Operations III

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m.

Hearing Instrument Dispenser

Program code: S106 **Starting**: September
Casa Loma Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,294.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This technical program is for people who want to learn the necessary skills for fitting and dispensing hearing instruments/aids. The teaching program includes a laboratory component as well as a pre-graduate clinical experience (offered in the second semester).

The graduate will be able to offer services that may consist of: consultation, custom fitting, taking earmold impressions, instruction in the care and use of hearing aids, adjustments, repairs, ongoing maintenance and service, and demonstrations of various other assistive listening devices. This program will appeal to those interested in working with people and helping clients improve their hearing.

This program is unique in Ontario.

Part-time Study Option

George Brown College also offers distance education courses and a certificate program in hearing instrument specialist. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Hearing instrument dispensers find employment in independent hearing dispenser centres. Graduates also establish their own centres after meeting the requirements of the Assistive Devices Program of the Ministry of Health.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and Grade 11 or 12 biology.

Student Selection

In the event of oversubscription, students will be selected on the basis of test results in English and Basic Sciences and may be required to attend an interview.

Semester 1

ANAT1014	Functional Anatomy and Physiology
HEAR1001	Clinical Acoustics
PSY1043	Social Psychology
HEAR1003	Level I Theory and Applications – Part 1
HLTH1011	Health Promotion/Life Skills Management
COMM1007	College English

Semester 2

GERT1030	Gerontology
HEAR1005	Counselling
HEAR1004	Level I Theory and Applications – Part 2
GNEO	General Education Elective
GNEO1109	Ethics/Professional Management
HEAR1006	Practicum Consolidation
HEAR1002	Audiometry and Hearing Disorders
COMP1082	Computer Skills and Applications

For more information, call (416) 415-4543 between 9 a.m. and 3 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Nursing

Program code: S107
St. James Campus
3 years (6 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,243.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program educates individuals to become responsible and accountable practitioners of nursing in accordance with the established Standards of Practice (College of Nurses of Ontario). The curriculum combines nursing, general education and clinical courses.

The central themes of the curriculum are:

- caring and helping, which are the essence of nursing
- principles of nursing practice, problem-solving skills, critical thinking
- professional responsibility and accountability
- community health nursing.

Graduates must write the Ontario Nurse Registration Examinations to practice in this profession. Graduates will be eligible to file an application for assessment (in accordance with the Regulated Health Professions Act) with the College of Nurses of Ontario to be considered for registration as a nurse. For further information regarding this registration, please contact the College of Nurses of Ontario at (416) 928-0900 or 1-800-387-5526, ext. 249.

Your Career

Graduates who are successful in the Nurse Registration Examinations are employed in hospitals, traditional and non-traditional community nursing, independent practice, as well as retirement and nursing homes.

Semester 1

ANAT1039	Anatomy and Physiology I
COMM1007	College English
COMP1082	Computer Skills and Applications
GNEO1057	Oevelopmental Psychology
GNEO	General Education Elective
NURS1001	Nursing Theory I
NURS1003	Nursing Practice I
NURS1004	Nursing as a Profession

Semester 2

ANAT1011	Anatomy and Physiology II
NURS1007	Nursing Theory II
NURS1012	Nursing Practice II
NURS1013	Community Health Nursing I
PATH1011	Pathology and Therapeutics I

Semester 3

GNEO	General Education Elective
NURS2001	Nursing Theory III
NURS2002	Nursing Practice III
NURS2005	Community Health Nursing II
PATH2006	Pathology and Therapeutics II

Semester 4

SOC1031	Introductory Sociology
NURS2003	Nursing Practice IV
NURS2004	Nursing Theory IV
NURS2006	Community Health Nursing III
PATH2005	Pathology and Therapeutics III

Semester 5

NURS3001	Nursing Theory V
NURS3002	Nursing Practice V
NURS3005	Community Health Nursing IV
PATH3001	Pathology and Therapeutics IV

Semester 6

NURS3003	Nursing Theory VI
NURS3004	Nursing Practicum VI

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, including Grade 12 English, mathematics, Grade 11 or 12 biology and Grade 11 or 12 physics or chemistry, or mature student status (see page 292).

Advanced level courses strongly recommended. Preference will be given to applicants with 60% or higher at the advanced level.

Students are required to obtain a CPR basic rescuer certificate (Level C) approved by the Ontario Heart Foundation and a standard first aid certificate during the first two months of Semester 1, which must be kept current throughout the program. They must complete and submit the George Brown health form during the first weeks of the program. The College recommends that students have the Hepatitis B vaccination prior to entry.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of demonstrated academic achievement.

For more information, call the Nursing Department at (416) 415-2070 between 9 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Orthotic/Prosthetic Technician

Program code: S102 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $4,052.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This technical program is for people who are more craft-oriented and less interested in the clinical aspects of orthotics/prosthetics. Under the direction of the orthotist/prosthetist, students learn how to make orthoses (braces and splints) and prostheses (artificial limbs), which are fitted to help rehabilitate disabled patients. It is a field in which new materials, techniques and controls are creating an increasing demand for technically competent people.

The orthotic technician makes orthoses from drawings, measurements and plaster casts using a variety of materials, such as metals, plastics, leathers and fabrics.

The prosthetic technician makes prostheses from drawings, measurements and plaster casts using a variety of materials, such as metals, plaster and leather.

Graduates will be eligible for registration by the Canadian Association of Prosthetists and Orthotists. For an information appointment about this program, please call (416) 480-5783.

This program is unique in Ontario.

Your Career

Excellent employment opportunities are available in hospitals, rehabilitation centres and private facilities across the country.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and Grade 11 and/or Grade 12 physics and biology.

Student Selection

An initial pre-screening test will take place in late March or early April. Qualified applicants will also be interviewed.

Your Future Study Options

Eligible graduates can complete a Bachelor of Science degree at most Ontario universities in two additional years or less. Graduates may also complete a nursing degree by distance education with many universities.

Semester 1

ANAT1036	Anatomy
ORTH1007	Materials and Laboratory Techniques I
KINE1001	Kinesiology I
ORTH1008	Fabrication Theory I
GNEO	General Education Elective
COMM1007	College English

Semester 2

COMP1082	Computer Skills and Applications
PATH1013	Pathology for Orthotics/Prosthetics I
ORTH1009	Materials and Laboratory Techniques II
ORTH1010	Fabrication Theory II
KINE1004	Kinesiology II

Semester 3

ORTH2009	Materials and Laboratory Techniques III
ORTH2011	Externally Powered Orthotics/Prosthetics Rehabilitation Techniques
ORTH2010	Fabrication Theory III
COMP1051	Computers in Our Society
KINE1003	Kinesiology/Biomechanics for Technicians I
ORTH2012	Pre-Graduate Work Experience I

Semester 4

ORTH2016	Materials and Laboratory Techniques IV
ORTH2015	Professional Issues in Orthotics/Prosthetics
ORTH2013	Pre-Graduate Work Experience II
ORTH2017	Fabrication Theory IV
KINE1005	Kinesiology/Biomechanics for Technicians II
ORTH2014	Advanced Material Orthotics/Prosthetics Techniques

For more information or if you are applying to this program, call (416) 480-5783 between 9 a.m. and 1 p.m. on Wednesdays.

Restorative Dental Hygiene – Post-Diploma

Program code: S400 **Starting**: September
Casa Loma Campus **Certification**: Certificate
23 weeks
Apply to OCAS

Fees: Total annual fees last year for this program were $3,611.80. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The restorative dental hygienist performs restorative procedures in addition to traditional preventive duties.

The restorative dental hygienist, in compliance with the Standards of Practice approved by the College of Dental Hygienists of Ontario, places and finishes amalgam, composite and temporary restorations, and cements temporary crowns.

Students practice various procedures on a manikin, after which they work in a clinical setting performing restorative and cosmetic procedures on clients.

This program is unique in Ontario.

Your Career

Graduates are employed as restorative dental hygienists in private practice, public health and hospitals.

Admission Requirements

Ontario Active Certificate as a dental hygienist with a minimum of one year of work experience. An interview may be required.

Courses

OENT4005	Science of Oental Materials
HSTL4001	Advanced Oental Histology and Embryology
OENT4002	Pre-Clinical Restorative Techniques
OENT4003	Clinical Techniques (Practical)
OENT4001	Functional Occlusion
OENT4004	Clinical Techniques (Theory)

For more information, call (416) 415-4555.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Personal Support Worker

Program code: C112 **Starting**: September, January
St. James Campus **Certification**: Certificate
20 weeks
Apply to OCAS

Fees: Total annual fees last year for this program were $1,082.30. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The Personal Support Worker program trains students to provide or assist with personal care for the frail elderly, the chronically ill and persons with physical disabilities living at home or in long-term care facilities. The program replaces previous training programs for health care aides, home support workers, attendant care and respite workers. It was developed as part of the Ontario government's plan to reform long-term care and support services.

Students learn the full range of skills required to assist people with their personal and household needs to ensure their comfort and safety. Courses focus on the abilities needed to create a climate that promotes the optimal physical, social and emotional well-being of each client. As part of their training, students have the opportunity to practice what they have learned in supervised placements in an institutional and a community setting.

Part-time Study Options

George Brown College also offers this certificate program part-time. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find employment opportunities in long-term care facilities, residential and supportive housing and with community support agencies.

Admission Requirements

Ontario Secondary School Diploma or mature student status (see page 292). Grade 10 English or equivalent. Successful applicants must submit valid certificates in emergency first aid and CPR for adults, children and infants.

Student Selection

After applications are received by OCAS, the College will ask applicants to take part in a personal interview, attend an information session and complete a test of their functional English.

Courses

COMM1085	Building Supportive Relationships
CARE1042	Role of the Personal Support Worker
CARE1081	Safety and Abuse
CARE1052	Assisting a Person with Medications
CARE1043	Assisting a Person with Mobility
CARE1046	Household Management and Meal Preparation
CARE1079	Providing Optimal Support/Personal Care
CARE1054	Institutional Practicum
CARE1055	Community Practicum
CARE1078	Intervention Strategies for Client Groups
CARE1080	The Body, Changes and Conditions

For more information, call the Faculty of Community Services & Health Sciences at (416) 415-2185 between 8:30 a.m. and 4 p.m.

Practical Nursing

Program code: S109 **Starting**: September, January
St. James Campus **Certification**: Certificate
3 semesters Summer classes, depending on start date
Apply to OCAS

Fees: Total annual fees last year for this program were $3,370.90. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Practical nurses practice independently and collaboratively with the client, family, interdisciplinary team and community. They plan and deliver holistic care for adults in the "family" context, in a variety of settings within the community and in hospitals.

Students in the program are provided with the learning opportunities to develop the competencies required to meet the Professional Standards of Practice for Registered Practical Nurses in Ontario (College of Nurses of Ontario).

The central themes of the curriculum are:
- wellness and health promotion
- critical thinking
- interpersonal relations
- professional responsibility and accountability
- client driven holistic orientation to practice.

Graduates of this program must write the Ontario Practical Nurse Registration Examination to practice in the profession. Graduates will be eligible to file an application for assessment (in accordance with the Regulated Health Professions Act) with the College of Nurses of Ontario to be considered for registration as a Practical Nurse. For further information regarding this registration, please contact the College of Nurses of Ontario at (416) 928-0900 or 1-800-387-5526, ext. 249.

Your Career

Graduates are employed in retirement and nursing homes, long-term care facilities, palliative care settings, traditional and non-traditional community health care settings, rehabilitation centres and hospitals.

Continued on page 116.

Semester 1

ANAT1045	Anatomy and Physiology I
COMM1094	Communications for RPN
NURS1020	RPN Nursing Theory I
NURS1021	RPN Nursing Practice I
COMM1007	College English
COMP1082	Computer Skills and Applications
GNED1057	Oevelopmental Psychology
GNEO	General Education Elective

Semester 2

ANAT1047	Anatomy and Physiology II
COMM1095	Group Communication for RPN
NURS1022	RPN Nursing Theory II
NURS1023	RPN Nursing Practice II
SOC1018	Sociological Perspectives

Semester 3

NURS1016	RPN Professional Practice III

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Practical Nursing cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, including Grade 12 English, mathematics and Grade 11 or 12 biology, or mature student status (see page 292).

Students are required to obtain a CPR basic rescuer certificate (Level C) approved by the Heart and Stroke Foundation, and a standard first aid certificate before the start of Semester 1. These certificates must be kept current throughout the program. Applicants selected for the Practical Nursing program will be required to complete the George Brown College health form before the first week of the program. The College also recommends that students have the Hepatitis B vaccination prior to entry.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of demonstrated academic achievement.

Your Future Study Options
Students who successfully complete this program may be considered for advanced standing in the Nursing program at George Brown.

For more information, call the Nursing Department at (416) 415-2070 between 9 a.m. and 4 p.m.

Registered Nurse Critical Care – Post Diploma

Program code: S402
St. James Campus
16 weeks (1 semester)
Apply to OCAS

Starting: September, January, May
Certification: Certificate

Fees: Total annual fees last year for this program were $1,385.30. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This program prepares registered nurses to give competent care to critically ill individuals and their families.

The program is divided into two phases, each consisting of a theory and a clinical component. In Phase I, the focus is on learning core concepts of critical care nursing through a study of the stable, critically ill individual. In Phase II, students build on the core concepts and focus on the unstable, critically ill individual experiencing complex, multisystem problems.

Theory includes:
- advanced anatomy and physiology of the vital systems (i.e., cardiovascular, respiratory, renal, nervous and endocrine)
- pathology of selected diseases, including medical assessment and management
- nurse's role in selected assessment and supportive measures (e.g., electrocardiogram, hemodynamic monitoring, venipuncture, intracranial pressure monitoring, ventilators)
- systematic nursing assessment of all body systems
- use of nursing process in the critical care setting
- relevant medical-moral issues
- legal aspects of critical care nursing
- ways to promote communication, group process, prevent stress and burn-out

Clinical practice is scheduled in major Toronto hospitals.

Admission Requirements
Registered Nurse with a current Certificate of Competence, College of Nurses of Ontario; current nursing experience in an active treatment centre; BCLS, level C (Heart and Stroke Foundation); and a George Brown health form.

Student Selection
All applicants are interviewed, and copies of the documents specified above are required.

Your Future Study Options
The following courses are recognized for two transferable credits to the B.Sc.N program at Ryerson Polytechnic University:
- NURS4001 and NURS4002
- NURS4004.

Courses
NURS4040	Critical Care Nursing – Theory and Lab – General
NURS4041	Critical Care – Pathotherapeutics
NURS4042	Critical Care Nursing – Practicum – General
NURS4043	Critical Care Nursing – Theory – Advanced
NURS4044	Critical Care Nursing – Practicum – Advanced

For more information, call Nazlin Kassam at (416) 415-2345.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Registered Nurse Operating Room – Post Diploma

Program code: S403
St. James Campus
16 weeks (1 semester)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $1308.80. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program prepares Registered Nurses to function competently as team members in an operating room. It offers unique clinical experience on a full-time basis.

The program is organized in two phases. Phase I consists of six weeks of theory, including:

- relevant anatomy
- principles of asepsis
- duties of scrub and circulating nurses
- intensive study of surgical interventions, their indications and complications
- lab practice

Phase II is a ten-week practicum. During this time, students rotate through several services (e.g., General Surgery, Gynecology, Urology, ENT, Orthopedics, Plastics, Ophthalmology). A major essay on a selected surgical topic is required during practicum.

Clinical experiences are scheduled in major Toronto hospitals, or outside Toronto in special circumstances.

Admission Requirements

Registered Nurse with a current Certificate of Competence, College of Nurses of Ontario; Current nursing experience in an active treatment centre (optional); BCLS, level C (Heart and Stroke Foundation); and a George Brown health form.

Courses

NURS4011	Operating Room Nursing – Theory and Labs
NURS4012	Operating Room Nursing – Practicum

For more information, call Virginia Warren at (416) 415-2349.

Registered Nurse Perinatal Intensive Care – Post Diploma

Program code: S404
St. James Campus
15 weeks (1 semester)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $1,333.80. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program prepares the registered nurse to provide comprehensive care to critically ill newborns and their families in an intensive care setting. Current research and relevant theoretical perspectives provide the foundation of study of family centred care. The program is enhanced through the use of a variety of guest lecturers who are experts in the field of perinatology and neonatology. Application of theoretical knowledge and skills is gained by providing nursing care for infants and families in a Level II and III neonatal intensive care unit.

The full-time program is offered in September and January. It is also available part-time via distance education for those with Level II or III NICU experience.

Part-time Study Options

George Brown College offers evening and distance education courses and post-diploma certificate programs in Perinatal Intensive Care, Camp Nursing, Cardiology Nursing, Child and Family Nursing, Community Health Nursing, Occupational Health Nursing and Neuroscience Nursing. Call (416) 415-2000 for a Continuing Education Course Guide.

Admission Requirements

Registered Nurse with a current Certificate of Competence, College of Nurses of Ontario. Current nursing experience in the field of perinatology is an advantage; NR (Neonatal Resuscitation Certificate); brief résumé; and a George Brown health form.

Student Selection

All applicants are interviewed, and copies of the documents specified above are required.

Your Future Study Options

Students are granted two transferable credits towards the B.Sc.N. program at Ryerson Polytechnic University for the following courses:

- NURS4020 or NURS4022
- NURS4021 and NURS4023.

Courses (15 weeks)

NURS4020	Perinatal Nursing – Theory
NURS4021	Perinatal Nursing – Clinical
NURS4022	Neonatal Intensive Care – Theory
NURS4023	Neonatal Intensive Care – Clinical

For more information, call Heather Urquhart at (416) 415-2351 or Tina Barbetta at (416) 415-2346.

For updated information:

- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Notes

Distance Education

George Brown College offers a growing number of Distance Education courses and programs leading to certificates, diplomas and undergraduate degrees. Many of these courses do not require you to physically attend the College and allow for flexible hours of study at home or in the workplace. Courses available use a variety of technologies including printed materials, the Internet, video conferencing, and CD-ROMs.

Some of the programs presently available in a Distance Education format include Court Reporting, Electronics, and a degree in Industrial Technology offered in partnership with the Minnesota State University (Bemidji) system. For more information on these and other Distance Education programs, call (416) 415-4706, or visit our web site at www.gbrownc.on.ca.

Court Reporting – Machine Shorthand

Program code: B141 **Starting**: September, January
Distance Education Program **Certification**: Diploma
2 years (4 semesters)

Apply directly to George Brown College

Fees: Total annual fees last year for this program were $2,168.60. Fees may increase for programs starting in 2000. For international student fees call (416) 415-2138.

Our Program

The Court Reporting program at George Brown College is a unique Distance Education learning experience that allows a student to study at home at the times that are most convenient for that student. Learning takes place using the Internet, interactive CD-ROMs, video and audio tapes, as well as the more traditional print-based materials. The machine shorthand courses, the core of the program, use an advanced electronic stenotype machine that writes directly into the student's computer. Once the machine theory is thoroughly learned, students work to build their accuracy and speed, with graduates writing at speeds of 180 plus words per minute. The program provides students with the necessary language, terminology and computer skills needed to succeed as a reporter.

Semester 1

SHN1008	Machine Shorthand – Theory A
SHN1011	Realtime Transcription I
COMP1002	Computer Skills and Applications
GNEO	General Education Elective

Semester 2

SHN1009	Machine Shorthand – Theory B
SHN1012	Realtime Transcription II
COMM1007	Cybercomp (College English)
GNED	General Education Elective

Semester 3

SHN2001	Speed Oevelopment II (60-120 wpm)
CAN2020	English for Court Reporting
LAW2020	Legal Terminology
GNED	General Education Elective

Semester 4

SHN2002	Speed Oevelopment III (140-180 wpm)
MGMT2022	Small Business Management
BUS2011	Medical Terminology
GNEO	General Education Elective

For more information, call Susan Sheehan at (416) 415-2138 between 9 a.m. and 4 p.m. or check the George Brown College Web Site at http://liad.gbrownc.on.ca/crtrpt

Your Career

There are many exciting and well-paid career opportunities in this field. Official court reporters are paid a salary and a per-page fee for transcripts; they work in the courtroom and in taking depositions. Freelance court reporters are paid per job and receive per-page fees for transcripts. But court reporters are expanding to new fields beyond their traditional roles, working at sports events, classrooms, churches and television stations. Real-time captioners are in great demand to produce written captions across a television screen simultaneously with the spoken words of a live television production. Steno interpreters provide translation services for the deaf and hard of hearing. Rapid data entry operators transpose written or electronically recorded material into computer-readable shorthand notes. Scopists edit and correct transcripts for other reporters. Other career choices include legal and medical transcriptionists and cyber-conference moderators.

Admission Requirements

Ontario Secondary School Diploma or equivalent with Grade 12 English. Applicants may apply as mature students (see page 292).

Student Selection

Applicants must demonstrate sufficient skill in grammar, spelling, punctuation and proofreading through completion of a functional skills test.

Electronics

Program code: T901 **Starting**: Open enrolment
Distance Education Program **Certification**: Certificate
1 year (2 semesters)

Apply by calling (416) 415-4726
or on the Internet at www.etcourse.com

Fees: Total annual fees last year for this program were $1,400.00. Fees may increase for programs starting in 2000. International student fees were $1400 U.S.

Our Program

This program focuses on the skills needed to assemble, install, troubleshoot and repair electronic equipment used by consumers, business and industry. Students learn electronics theory and how to work with circuits and the various components of electronic systems such as capacitors, resistors, semiconductors, and amplifiers. The focus is on a broad understanding of the field that students can apply to many specific areas of interest or employment.

This is a Distance Education program, in which you complete all courses by studying at home, using an interactive learning package on a personal computer. Laboratory projects and assignments are also carried out in this way. The learning package consists of 23 courses on a CD-ROM that makes use of text, video, animations, computer-based testing and a computerized simulation of an electronics laboratory. Students also have telephone access to a tutor for personal assistance.

You may enrol at any time during the year and complete the courses in the learning package at your own rate of progress. Typical completion time for the program is 32 weeks.

Semester 1

Orientation & Review
Electric Circuits I
Electric Circuits II
OC Measuring Instruments
Network Theorums
Magnetism
Magnetic Circuits
Testing & Troubleshooting
AC Circuits I
AC Measuring Instruments
Capacitance & Capacitors

Semester 2

Inductance & Inductors
Transformers
Resonance
AC Circuits II
AC Circuits III
Coupling & Filter Circuits
Semiconductors I
Semiconductors II
Amplifiers I
Amplifiers II
Digital Electronics I
Digital Electronics II

For more information, call the program information line at (416) 415-4726 or toll-free at 1-888-553-5333.

Your Career

Graduates will be prepared to work as service technicians on electronic products and equipment used by consumers, business and industry. Typical activities include assembling, maintaining, testing, troubleshooting, repairing and upgrading equipment and systems.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Students must have access to a personal computer with CD-ROM drive.

Background

An electronics background is helpful but not essential.

Your Future Study Options

Credits from this program may be applied towards the Electronic Engineering Technician/Technology programs.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Notes

Faculty of Hospitality & Tourism

The Faculty of Hospitality & Tourism is Canada's largest and most diversified culinary and hospitality/tourism educational facility, with more than 20 specialized management, apprenticeship, and skills-based programs. Centrally located in the heart of Canada's restaurant and hotel capital, it provides a nucleus of life-long learning for more than 5,000 full- and part-time students.

The modern, purpose-built facility opened in 1987 at a cost of $13-million, raised through industry sponsorships and partnerships. The building features 12 specialty labs designed for baking, bartending, wine tasting, chinese cuisine, large quantity food preparation, and garde manger. It also features the renowned Siegfried's Dining Room, a 140-seat restaurant staffed by students and open to the public.

The approximately 60 faculty and 100 part-time staff include professionals who have worked at some of the finest hotels, resorts and restaurants the world has to offer. Highlighting our international reputation, in 1998 George Brown College students won two gold medals at the Culinary World Cup held in Luxembourg.

The Faculty of Hospitality & Tourism's mission is to provide you with the skills and knowledge to undertake meaningful employment in the hospitality industry.

Continued on page 126.

Several programs are distinctive in Canada:
- *Chinese Cuisine and Culinary Specialties (such as Aboriginal Cuisine); post-diploma programs such as*
- *Culinary Arts – Italian (with a three-month placement in Italy),*
- *Food and Nutrition Management (a one-year program leading to supervisory positions in institutional and contract food services)*
- *Patissier (advanced pastry work)*
- *Sommelier (Canada's only certified wine service program)*

Special events, student/industry associations and on-campus clubs, plus regular guest speakers and guest chefs, make the Faculty of Hospitality & Tourism a unique place of learning.

For further information and appointments, phone (416) 415-2225.

Baking and Pastry Arts

Program code: H108
St. James Campus
1 year (2 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $2,244.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
The Baking and Pastry Arts program contains all aspects of practical hands-on and theoretical training in the areas of breads, pastry, cakes and decorating. Curriculum is enhanced with nutrition, general education, business mathematics, business communication and introduction to computers. The Baking and Pastry Arts program provides the complete in-school portion of the Apprentice Baker Certification program. Graduates receive total credit for their hours when they register as an apprentice baker.

Part-time Study Options
George Brown College also offers evening and weekend courses and a certificate in baking. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Graduates of Baking and Pastry Arts may become apprentice bakers. This program allows graduates approximately 900 hours of credit towards professional certification. Direct admission to the college's post-diploma Patissier program is available. Alternatively, graduates may open their own bakeries, or take positions in commercial bakeries, large hotels and institutions, or small bakery shops, concentrating on one of several specialist aspects of baking.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292).

Semester 1
GNE01003	General Education Foundation
HOSF1052	Sanitation, Safety and Equipment
HOSF1071	Ingredients
HOSF1087	Bakery Formulas and Bake Shop Calculations
HOSF1093	Baking Craft – Basic
HOSF1094	Baking Theory – Basic
MATH1008	Mathematics for Business and Management

Semester 2
COMM1047	Business Communications
COMP1082	Computer Skills and Applications
GNED1102	Nutrition and Lifestyle
HOSF1067	Bakery Management
HOSF1095	Baking Craft – Advanced
HOSF1096	Baking Theory – Advanced

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Chef Training

Program code: H104
St. James Campus
1 year (2 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate

Fees: Total annual fees last year for this program were $2,804.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The program includes food theory classes covering all aspects of food products and preparation, demonstrations by chefs followed by hands-on preparation by students using small- and large-quantity recipes to produce dishes served in our cafeterias and formal dining room.

These subjects are broadened by study in related areas such as nutrition, kitchen management, and food, beverage and labour cost control. These provide a background for the student to successfully work in a wide variety of contemporary industry kitchens. Students are encouraged to complete relevant industry work experience, which may be acquired prior to, during or after the in-school portion.

This program provides the complete in-school portion of the apprentice cook certification program.

Part-time Study Options

George Brown College also offers evening and weekend courses in baking and cooking, and certificate programs in Food Service Management, Haute Cuisine, and Hospitality Management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates of this program should find excellent opportunities for employment in all areas of the food service industry, including hotel kitchens, restaurants, institutions, and commercial and industrial catering organizations.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) with Grade 12 mathematics and English, or equivalent, or mature student status (see page 292).

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or their equivalent).

Your Future Study Options

Students may qualify for direct entry to the second year of Culinary Management with the addition of accounting.

Semester 1

HOSF1007	Bake Theory
HOSF1041	Techniques of Baking
HOSF1023	Culinary Techniques – Basic
HOSF1013	Quantity Food Preparation
MATH1006	Business Mathematics
HOSF1029	Food Theory – Basic
HOST1012	Kitchen Management
GNEO1003	General Education Foundation

Semester 2

HOSF1002	Pastry, Dessert and Related Theory
HOSF1031	Food Theory – Advanced
HOSF1024	Culinary Techniques – Advanced
HOSF1014	Cuisine à la Carte Practicum
GNEO1102	Nutrition and Lifestyle
HOST1005	Food, Beverage and Labour Cost Control
COMP1082	Computer Skills and Applications
COMM1047	Business Communications

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Culinary Specialties NEW

Program code: H109
St. James Campus
7 week module

Starting: May
Certification: Certificate

Fees: TBA

Aboriginal Cuisine

This program is a seven-week specialization in First Nations Cuisine. Upon completion of this specialized module, the student will demonstrate skills in smoking, curing and native methods of food preparation. The student will be able to describe and demonstrate the culinary techniques of preparing venison, buffalo, fish, and various furred and feathered game. Students will receive a thorough instruction about the culture and heritage of Aboriginal North American peoples.

Admission Requirements

Completion of Chef Pre-Management Program.

The following modules are currently under development:

- Asian Cuisine
- Italian Cuisine
- Chinese / Pacific Rim Fusion
- International Contemporary Cuisine Concepts
- Regional: Californian, South American, etc.
- Œnology
- Euro Cuisine

Aboriginal Module

HOSF1068	Theory of Aboriginal Cuisine
HOSF1069	Heritage and Culture
HOSF1070	Aboriginal Culinary Techniques

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Chinese Cuisine (Basic and Advanced)

Program code: H512 **Starting**: Fall, Winter
St. James Campus **Certification**: Certificate
7 weeks – Basic
7 weeks – Advanced

Apply to George Brown College

Fees: Total annual fees last year for this program were $815.20 (Basic) and $815.20 (Advanced). Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program prepares students for careers as cooks in Chinese restaurants. It teaches the food preparation, kitchen supervision and theoretical methods for various styles of Chinese cuisine. Students prepare regional specialties, such as Dim Sum, Cantonese cuisine, Szechuan cuisine, barbecue and chop suey-type dishes in our Chinese-style food laboratory. Each practice session is preceded by a demonstration and discussion of specific methods, conducted by a noted expert in that particular field. Cantonese terms are used throughout the course to describe ingredients and cooking methods. If the entire class is fluent in Cantonese, the class may be partially taught in that language.

Part-time Study Options

George Brown College also offers evening courses and a certificate program in Asian Cuisine. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are employed as third, second and first cooks and, with experience, chefs in a variety of Chinese restaurants. This program is actively supported by the Ontario Chinese Restaurant Association.

This program is unique in Ontario.

Admission Requirements

Grade 10 (with credits at or above general level).

Student Selection

Before submitting your application, call the Hospitality & Tourism Centre to arrange for an interview (416-415-2250). At the interview, you must present: a completed application form, copies of transcripts, letters of recommendation, a letter stating your reasons for entering the program and proof of citizenship or landed immigrant status.

Courses (Basic)

HOSF5008	Sanitation
HOSF5071	Food Theory
HOST5012	Menu Planning
HOSF5048	Cantonese Preparation I
HOSF5050	Dim Sum Preparation I
HOSF5052	Chop Suey Preparation I
HOSF5054	Szechuan Preparation I

Courses (Advanced)

HOSF5072	Food Theory
HOST5020	Kitchen Management
HOSF5056	Cantonese Preparation II
HOSF5058	Dim Sum Preparation II
HOSF5062	Barbecue Preparation
HOSF5064	Chop Suey Preparation II
HOSF5060	Szechuan Preparation II

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Culinary Arts – Italian (Post-Diploma)

Program code: H401 **Starting**: January, 2001
St. James Campus **Certification**: Certificate
1 year (2 semesters)

Apply to OCAS

Fees: Total annual fees last year for this program were $2,619.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program provides graduate cooks with the opportunity to study the culture, art and wines of Italy, as well as its many regional cuisines. Students combine a four-day-per-week, in-college skill development program with on-the-job practical experience in Toronto Italian restaurants. The final 15 weeks of the program will be an externship arranged by our Italian Advisory Committee in the finest Italian restaurants of Italy. Students actively organize specialty fundraising events with the Italian restaurant community to assist in sponsoring their travel to and from Italy.

This program is unique in Canada.

Part-time Study Options

George Brown College also offers an evening course in Italian cooking. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Successful graduates will find employment in one of the many Italian specialty restaurants or use the experience to enhance their repertoire of special menus for large hotels or institutions.

Admission Requirements

Applicants must have graduated from a two-year Culinary Management program, or have graduated from an Advanced Food Preparation program, an Advanced Apprentice Cook program or Chef Training, and have at least one year of acceptable work experience. Throughout the program students are expected to work part-time in an Italian Agri-Tourism restaurant kitchen.

The Program

HOSF4002	Dimensions of Italian Culture and Language
HOSF4008	Italian Culinary Theory and Menu Planning
HOST4004	Italian Wines
HOSF4006	Classical and Contemporary Italian Food Preparation Techniques
HOSF4007	Italian Small Quantity Food Demonstration and Labs
HOSF4011	Italian à la Carte Kitchen and Dining Room Service Practicum
HOSF4003	Work Experience – Externship in Italy

For more information, call Ivano Zambotti at (416) 415-2246 between 9 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Culinary Management

Program code: H100 **Starting**: September, January
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,804.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
The objective of the Culinary Management program is to provide training in all aspects of food preparation, presentation and management.

Successful candidates complete the in-school portion of the Basic and Advanced Apprentice Cook program with the attendant hours of credit.

After two years of work in the industry, graduates may be eligible to write the professional Certificate of Qualification examination for the trade of cook.

Part-time Study Options
George Brown College also offers evening and weekend courses and a certificate program in hospitality management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Career opportunities in the field of professional food preparation are excellent. Graduates find employment in large hotels and food operations as well as in upscale restaurants and clubs.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, with credits in Grade 12 mathematics (general level) and English, or mature student status (see page 292).

Graduates of Chef Pre-Employment, Basic and Advanced Food Preparation or an Apprentice Cook program may qualify for direct entry into the second year upon completion of prerequisite subjects.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or their equivalent).

Articulation Agreements
Students who successfully complete this program may be granted advanced standing at Ryerson Polytechnic University and other leading international universities.

Graduates may be eligible for direct entry into the Food and Nutrition Management or Culinary Arts – Italian program.

Semester 1
HOSF1029	Food Theory – Basic
HOSF1023	Culinary Techniques – Basic
HOSF1013	Quantity Food Preparation
HOSF1007	Bake Theory
HOSF1041	Techniques of Baking
MATH1006	Business Mathematics
HOST1012	Kitchen Management
ACCT1037	Accounting
GNEO1003	General Education Foundation

Semester 2
HOSF1031	Food Theory – Advanced
HOSF1024	Culinary Techniques – Advanced
HOSF1014	Cuisine à la Carte Practicum
HOSF1002	Pastry, Oesserts and Related Theory
COMP1082	Computer Skills and Applications
HOST1005	Food, Beverage and Labour Cost Control
COMM1047	Business Communications
GNED	General Education Elective

Semester 3
HOSF2004	Food Preparation Garde Manger
HOSF2003	International Cuisine Practicum – À la Carte
HOSF2007	Advanced Pastry Skills (may be delivered in Semester 4)
LAW2014	Law and Security
MARK2011	Marketing
ACCT2017	Financial Management
GNEO1102	Nutrition and Lifestyle

Semester 4
HOST2013	Wines
HOSF2008	Contemporary Culinary Techniques International
HRM2012	Human Resources
HOST2010	Financial Management Projects
MARK2014	Marketing Project
HOST2006	Supervision
GNED	General Education Elective

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Food and Beverage Management (Restaurant Management)

Program code: H102 **Starting**: September
St. James Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,733.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
The objective of the Food and Beverage Management program is to prepare students with thorough training in hospitality management skills. The Hospitality & Tourism Centre's facilities include a fully equipped bar, food preparation stations, and a licensed dining room.

Food service management, banquet catering, food and beverage control, restaurant accounting, nutrition and human resource management are part of this exciting curriculum.

Part-time Study Options
George Brown College also offers evening and weekend courses and a certificate program in hospitality management and food service management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Graduates can look forward to positions in restaurants, institutions and catering companies. Many begin their careers as management trainees, working in a variety of positions before promotion to department head, assistant manager or manager of a food service operation. Job descriptions include:

Management Trainee – Working in all departments of a restaurant operation from food preparation to accounting, the management trainee learns all aspects of the business from the administrative point of view.

Manager – Managers are responsible for the complete operation of a restaurant or food service facility, from supervising employees to maintaining excellent customer relations.

Food and Beverage Manager – This person is responsible for one of the most challenging departments within a large food service operation or hotel. The position includes responsibility for training and supervising staff, planning menus, cost control, sanitation and an excellent food production system.

Owner – Often having started out with small fast-food or specialty restaurants, many of our graduates eventually own and operate successful food operations.

Continued on page 134.

Semester 1
GNEO1003	General Education Foundation
HOSF1023	Culinary Techniques – Basic
HOSF1029	Food Theory – Basic
HOSF1037	Food and Beverage Service – Basic
HOSF1052	Sanitation, Safety and Equipment
HOST1011	Mixology
HOST1018	Dimensions of Tourism
MATH1008	Mathematics for Business and Management

Semester 2
ACCT1037	Accounting
COMM1007	College English
COMP1082	Computer Skills and Applications
HOSF1024	Culinary Techniques – Advanced
HOSF1031	Food Theory – Advanced
HOSF1038	Food and Beverage Service – Advanced
HOST1005	Food, Beverage and Labour Cost Control
GNEO	General Education Elective

Semester 3
ACCT2017	Financial Management
COMM1035	Professional Communications II
GNED1102	Nutrition and Lifestyle
HOSF1014	Cuisine À la Carte Practicum
HOST2013	Wines
LAW2014	Law and Security
MARK2011	Marketing

Semester 4
MARK2014	Marketing Project
HOST2006	Supervision
HOST2015	Bar and Beverage Management
HRM2012	Human Resources
HOST2010	Financial Management Projects
GNEO	General Education Elective

Specific courses will not necessarily be offered in the semester indicated.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Food and Beverage Management (Restaurant Management) cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) with one credit in Grade 12 mathematics (general level) and English, or mature student status (see page 292).

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or their equivalent).

Your Future Study Options
Students who successfully complete this program may be granted advanced standing at Ryerson Polytechnic University, the University of Calgary, the University of New Brunswick at Saint John, the University of South Carolina, the California Polytechnic University, the University of Houston, La Roches Hotel Management School, and other leading international universities. Graduates may also qualify for advanced standing in other programs at George Brown.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Food and Nutrition Management (Post-Diploma)

Program code: H402 **Starting**: September
St. James Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,524.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This program meets the critical need for certified food service supervisors in health care facilities across Ontario and Canada. With the dramatic growth of retirement, extended care and nursing homes, as well as hospitals and health care facilities catering to Canada's rapidly growing senior population, graduates of hospitality management programs are attracted to this well-paid, fulfilling and demanding occupation.

George Brown's one-year program builds on the skills developed by the food service and hospitality programs of Ontario colleges. This post-diploma program includes courses in experimental foods, physiology, therapeutic diets, psychology, advanced nutrition, sanitation and safety, in addition to expanded financial management and human relations courses that are part of the common core hospitality programs offered at George Brown and other Ontario colleges.

The program combines in-school instruction with compulsory clinical and administrative field work placements.

Your Career
Graduates will qualify for membership in the Canadian Society of Nutrition Management. Membership in the CSNM is a prerequisite to holding a supervisory position in a provincially accredited health care facility.

This program is unique in Ontario.

Admission Requirements
Applicants must have successfully completed either a two-year hospitality management program from an Ontario community college or completed the equivalent of basic and advanced apprentice cooking programs and selected management subjects.

Student Selection
Candidates must attend an orientation as part of the selection process. Call the Hospitality & Tourism Centre to make an appointment at (416) 415-2225.

Semester 1
COMM4006	Communications I
HOSF4010	Infection Control and Safety
HOST4003	Menu Planning
MGMT4005	Supervisory Techniques
NUTR4002	Advanced Nutrition
NUTR4003	Clinical Nutrition
PHSL4001	Basic Physiology

Semester 2
COMM4007	Communications II
HOSF4004	Field Placement – Clinical
HOSF4005	Experimental Foods
HOSF4010	Infection Control and Safety
HOST4001	Food Service Facilities
HOST4002	Operational Controls
HOST4005	Field Placement, Administration,
HRM4001	Labour Relations
NUTR4004	Clinical Nutrition
PSY4001	Gerontology

Specific courses will not necessarily be offered in the semester indicated.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Food Service and Bartending

Program code: H510 **Starting**: Fall, Winter, Spring
St. James Campus **Certification**: Certificate
15 weeks (1 semester)

Apply to George Brown College

Fees: Total annual fees last year for this program were $1,300.00. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program integrates the skills of food and beverage service techniques.

The theory and practical skills of food service are taught in a formal dining room where students are required to serve five-course meals. Skills are built gradually, moving from the basic to the more complex. Bartending is taught in a modern, 20-station mixology laboratory with theory and hands-on practice combined. Theory courses provide introductions to restaurant accounting procedures, wine appreciation and hospitality law.

Part-time Study Options

George Brown College also offers evening and weekend bartending courses. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find positions in table service in large and small restaurants or food service operations from fast-food areas to fine formal dining rooms. In addition, the skill of bartending will allow the extra flexibility to obtain a position as a bartender in bars, taverns, discos and clubs.

Admission Requirements

Grade 10 (with credits at or above general level) or mature student status (see page 292).

Student Selection

Applicants must call the Hospitality & Tourism Centre at (416) 415-2225 to arrange for an interview. At the interview, you must present a completed application form, copies of transcripts, letters of recommendation, a letter stating your reasons for entering the program and proof of citizenship or landed immigrant status.

Your Future Study Options

Graduates of this program may be eligible for admission into the Hotel Management or Food and Beverage Management programs.

Courses

ACCT5005	Hospitality Accounting Procedures
COMM5045	Business Communications
HOST5016	Practical Bartending and Mixology
HOST5025	Dining Room Service
HOST5038	Wines
HOST5031	Service Theory
LAW5004	Hospitality Law
MATH5001	Business Mathematics

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Sommelier Advanced Professional Program

The Hospitality & Tourism Centre of George Brown College offers an advanced professional Sommelier program for management and service staff who are actively involved with the hospitality-tourism industry. Full day classes start November 22, 1999 and again in November, 2000, and run each Monday for 22 weeks. Graduates of the program may be certified by the Canadian Sommelier Guild.

For more information, call (416) 415-2517.

Hotel Management

Program code: H103 **Starting**: September, January
St. James Campus **Certification**: Diploma
2 years (4 semesters)

Apply to OCAS

Fees: Total annual fees last year for this program were $2,433.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The objective of the Hotel Management program is to develop skills and competencies to work in all areas of a modern, full-service hotel.

Students learn practical skills in a fully equipped bar, food preparation stations, a private, licensed dining lounge and a front desk classroom which models a hotel operation.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in hospitality management, front office management and housekeeping management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates can look forward to a variety of positions within a hotel, such as front office, sales, catering, beverage control, accounting, personnel or purchasing. There is also potential for careers in the closely related food service industry. Job descriptions include:

Front Office and Reception – The front office processes reservations, registers the guests, assigns rooms, handles complaints and provides information on all hotel services.

Sales – The salesperson visits local and out-of-town business executives, offering the hotel's guest rooms, banquet halls and seminar rooms for conventions and meetings.

Beverage – The food and beverage manager supervises all preparation and service staff, ensuring that all dining rooms and lounges are operating efficiently and profitably while maintaining high standards of food, beverage and service.

Banquets – The banquet manager supervises the setup and service of banquets, weddings, receptions, meetings and conventions.

Accounting – The food and beverage controller compiles cost and profit statistics, prices and menus, forecasts business trends and reports to management on cost-saving measures.

Continued on page 138.

Semester 1

GNEO1003	General Education Foundation
HOSF1023	Culinary Techniques – Basic
HOSF1029	Food Theory – Basic
HOSF1052	Sanitation, Safety and Equipment
HOST1018	Dimensions of Tourism
MATH1008	Mathematics for Business and Management

Semester 2

ACCT1037	Accounting
COMM1007	College English
COMP1082	Computer Skills and Applications
HOSF1037	Food and Beverage Service – Basic
HOSF1095	Front Office Operations
HOST1005	Food, Beverage and Labour Cost Control
HOST1011	Mixology
GNED	General Education Elective

Semester 3

ACCT2017	Financial Management
COMM1035	Professional Communications II
GNEO1102	Nutrition and Lifestyle
HOST2001	Hotel Management II
HOST2006	Introduction to Management
HOST2013	Wines
MARK2011	Marketing

Semester 4

HOSF2009	Operations Management
HOST2008	Hotel Sales
HOST2010	Financial Management Projects
HRM2012	Human Resources
LAW2014	Law and Security
MARK2014	Marketing Projects
GNEO	General Education Elective

Specific courses will not necessarily be offered in the semester indicated.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Hotel Management cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level), or equivalent, with credits at a minimum of Grade 12 mathematics (general level) and English, or mature student status (see page 292).

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or their equivalent).

Your Future Study Options
Students who successfully complete this program may be granted advanced standing at Ryerson Polytechnic University, the University of Calgary, the University of New Brunswick at Saint John, and other leading international universities.

For more information, call the Faculty of Hospitality & Tourism at (416) 415-2225 between 9 a.m. and 4 p.m.

Language Studies

English as a Second Language

As part of a vibrant multicultural community, we are dedicated to helping you acquire the English language skills you need to succeed in the workplace or the classroom.

George Brown offers a range of programs in English as a Second Language, tailored to people needing basic, intermediate, or advanced training. Special programs are available for international students wanting to further develop their English language skills in a Canadian setting. In addition, our Teaching English as a Second/Foreign Language programs prepare people with the concepts and practical experience required to serve as teachers of English as a Second Language.

Summer English Program for International Students

Program codes
English 4 weeks: LT8370
5 weeks: LT8390
6 weeks: LT8420

Starting: June, July, August
Contact the International Centre for exact start dates

Fees: The fee last year for this program was $250.00 per week. Tuition may vary for programs starting in 2000.

Apply to the International Centre at George Brown College

Our Program
Come and experience a Canadian summer – and learn English at George Brown College. This four- to ten-week program combines language instruction with a full schedule of activities and field trips. The Summer English Program introduces international students to English and to Canadian culture in Toronto and area. Students will visit places such as Niagara Falls, SkyDome and the CN Tower, and participate in many other cultural and recreational events. Living accommodation for visiting students can be arranged in residences or in our Homestay Program.

Note: Applicants must be 18 years of age or older. Special arrangements can be made for groups.

For further information contact the International Centre
Phone: (416) 415-2115
Fax: (416) 415-2120
E-mail: intlcen@gbrownc.on.ca

Language Instruction for Newcomers to Canada (LINC)

Program code: R709
Casa Loma Campus
40 weeks

Starting: Various dates
Certification: Certificate

Apply to George Brown College

Our Program
This program provides English language instruction to help newcomers ease their social, cultural and economic integration into Canada. This program is sponsored by Citizenship and Immigration Canada (CIC).

Admission Requirements
All applicants must be referred by the A-LINC (Assessment-Language Instruction for New Canadians) program available at some YMCA offices. Contact the A-LINC hotline at (416)925-5462 for an appointment. Eligibility requirements are determined by Citizenship and Immigration Canada (CIC). This program is not open to fee-paying students. Canadian citizens are not eligible for LINC training.

For more information, call the Language Training Department at (416) 415-4825 or (416) 415-4826 between 8 a.m. and 3:30 p.m.

Teaching English as a Second Language to Adults (TESL)

Program code: R400
Casa Loma Campus
1 year (2 semesters)

Starting: January, September
Certification: Certificate

Apply to George Brown College

Our Program
This program provides a solid grounding in both the theoretical and practical aspects of teaching English as a second language to adults in Canada and abroad. Courses cover various theories and methodologies for language acquisition, as well as the development of appropriate lesson plans for multiple levels of ESL communication skills.

Admission Requirements
Applicants must have excellent communication skills in English. A post-secondary degree or diploma in a related field of study is recommended.

How to Apply
Call (416) 415-4953 to receive an application. Deadline for submission of January applications is November 12, 1999. Deadline for submission of September applications is April 28, 2000.

Fees: Total annual fees last year for this program were $1,925.00. Fees may increase for programs starting in 2000.

Semester 1
TETR4000 TESL Methodology
TETR4001 Phonetics and Phonology
TETR4002 Pedagogy of English Grammar

Semester 2
TETR4003 Teaching Skills I
TETR4004 Teaching Skills II
TETR4005 Practicum

For more information, call the Language Training Department at (416) 415-4825 or (416) 415-4826 between 8 a.m. and 3:30 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Teaching English as a Foreign Language (TEFL)

Program code: R402 **Starting**: January 2000
Casa Loma Campus
2 semesters **Certification**: Certificate
Apply to George Brown College

Fees: The basic fee for this program for International Students is $9,375.00.

Curriculum under development.

For more information, call the International Centre at (416) 415-2115.

Our Program

This program is designed to provide individuals whose first language is not English with the knowledge and skills to teach English overseas. You will cover a wide range of topics, such as aspects of the structure of English (grammar, morphology, phonology and phonetics), traditional and current approaches in teaching methodology, specific techniques in teaching listening, speaking (including pronunciation), reading and writing, theories of second language acquisition, socio-cultural issues, and principles of language testing.

The program includes self-directed research, demonstration lessons and classroom observations.

Admission Requirements

Ontario Secondary School Diploma, or equivalent. A demonstrated proficiency in English (TOEFL score of 580 or equivalent).

In the event of over-subscription, the college may interview the applicants, or ask them to complete a written questionnaire. Preference will be given to those applicants with previous education or experience in language instruction.

Your Future Study Options

If you have credits from another college or university, or if you have related work experience, you may be eligible for an exemption from certain courses.

Intensive English as a Second Language

Program code: R717 **Starting**: every 8 weeks
Casa Loma Campus **Certification**: Certificate
6 levels
Apply to George Brown College

Fees: Fees last year for this program were $421.44 for each eight-week level. Fees may increase for programs starting in 2000.

Our Program

The new intensive English program helps students to learn the language quickly and easily. The program includes six levels, each lasting eight weeks. A certificate is given upon completion of all courses of Level 6. Completion of Level 6 will be deemed equivalent to a TOEFL score of 550 for those students who wish to enter post-secondary programs at George Brown.

Students can begin at any level, based on their English proficiency, and can progress at their own pace, getting help in areas where they need it (i.e., pronunciation). All levels consist of 25 hours of classes per week, including five hours of elective courses. The program combines class work with independent study and out-of-class assignments.

Students use fun, interactive computer programs at the college's new computer lab. The SONY listening lab helps students to develop verbal skills. Students can access videos, audio tapes and books in our ESL resource centre.

Part-time Study Options

George Brown College also offers evening and weekend courses in English as a Second Language. Call (416) 415-2000 for a Continuing Education Course Guide.

Levels 1 and 2

Students improve their listening, speaking, reading and writing skills. Elective courses include pronunciation, remedial grammar (in basic skills), conversation and comprehension/listening. The teaching format is fun and interesting and involves music and interactive activities.

Levels 3 to 6

The skills of speaking, reading and writing are each taught for five hours per week. There are also five hours per week of elective courses. Electives focus on improving specific skills such as pronunciation, TOEFL preparation, conversation, writing, idioms and business writing. Students who complete Level 6 are exempted from the English admissions test required for post-secondary programs at George Brown.

Admission Requirements

To qualify for this program, you must have high school level English, basic reading, listening and writing skills and be 18 years of age or older. A placement test determines the appropriate levels of study for each course.

Levels 1 and 2

ESL7042	Integrated Skills I
ESL7043	Pronunciation I
ESL7044	English through Songs
ESL7045	Conversation Skills I
ESL7046	Toronto Orientation
ESL7047	Integrated Skills II

Levels 3 to 6

ESL7048	Level 3 Listening
ESL7049	Level 3 Speaking
ESL7050	Level 3 Reading
ESL7051	Level 3 Writing
ESL7052	Pronunciation II
ESL7053	Remedial Grammar
ESL7054	Idioms
ESL7055	Conversation Skills II
ESL7056	TOEFL Preparation
ESL7057	Preparation of School Newsletter
ESL7058	Level 4 Listening
ESL7059	Level 4 Speaking
ESL7060	Level 4 Reading
ESL7061	Level 4 Writing
ESL7062	Level 5 Listening
ESL7063	Level 5 Speaking
ESL7064	Level 5 Reading
ESL7065	Level 5 Writing
ESL7066	Pronunciation III
ESL7067	Pathfinder I
ESL7068	Pathfinder II
ESL7069	Pathfinder III
ESL7070	Level 6 Listening
ESL7071	Level 6 Speaking
ESL7072	Level 6 Reading
ESL7073	Level 6 Writing

For more information, call the Language Training Department at (416) 415-4825 or (416) 415-4826 between 8 a.m. and 3:30 p.m.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Intensive English as a Second Language for International Students

Program code: R717 **Starting**: Every 8 weeks
Casa Loma Campus **Certification**: Certificate
6 levels

Apply to George Brown College

Fees: Total fees for this program are $2,051.60 for each eight-week level. Fees may increase for programs starting in 2000.

Our Program

The new intensive English program helps students to learn the language quickly and easily. The program includes six levels, each lasting eight weeks. A certificate is given upon completion of all courses of Level 6. Completion of Level 6 will be deemed equivalent to a TOEFL score of 550 for those students who wish to enter post-secondary programs at George Brown.

Students can begin at any level, based on their English proficiency, and can progress at their own pace, getting help in areas where they need it (e.g. pronunciation). All levels consist of 25 hours of classes per week, including five hours of elective courses. The program combines class work with independent study and out-of-class assignments.

Students use fun, interactive computer programs at the college's new computer lab. The SONY listening lab helps students to develop verbal skills. Students can access videos, audio tapes and books in our ESL resource centre.

Part-time Study Options

George Brown College also offers evening and weekend courses in English as a Second Language. Call (416) 415-2000 for a Continuing Education Course Guide.

Levels 1 and 2

Students improve their listening, speaking, reading and writing skills. Elective courses include pronunciation, remedial grammar (in basic skills), conversation and comprehension/listening. The teaching format is fun and interesting and involves music and interactive activities.

Levels 3 to 6

The skills of speaking, reading and writing are each taught for five hours per week. There are also five hours per week of elective courses. Electives focus on improving specific skills such as pronunciation, TOEFL preparation, conversation, writing, idioms and business writing. Students who complete Level 6 are exempted from the English admissions test required for post-secondary programs at George Brown.

Admission Requirements

To qualify for this program, you must have high school level English, basic reading, listening and writing skills and be 18 years of age or older. A placement test determines the appropriate levels of study for each course.

Levels 1 and 2

ESL7042	Integrated Skills I
ESL7043	Pronunciation I
ESL7044	English through Songs
ESL7045	Conversation Skills I
ESL7046	Toronto Orientation
ESL7047	Integrated Skills II

Levels 3 to 6

ESL7048	Level 3 Listening
ESL7049	Level 3 Speaking
ESL7050	Level 3 Reading
ESL7051	Level 3 Writing
ESL7052	Pronunciation II
ESL7053	Remedial Grammar
ESL7054	Idioms
ESL7055	Conversation Skills II
ESL7056	TOEFL Preparation
ESL7057	Preparation of School Newsletter
ESL7058	Level 4 Listening
ESL7059	Level 4 Speaking
ESL7060	Level 4 Reading
ESL7061	Level 4 Writing
ESL7062	Level 5 Listening
ESL7063	Level 5 Speaking
ESL7064	Level 5 Reading
ESL7065	Level 5 Writing
ESL7066	Pronunciation III
ESL7067	Pathfinder I
ESL7068	Pathfinder II
ESL7069	Pathfinder III
ESL7070	Level 6 Listening
ESL7071	Level 6 Speaking
ESL7072	Level 8 Reading
ESL7073	Level 6 Writing

For further information contact the International Centre
Phone: (416) 415-2115
Fax: (416) 415-2120
E-mail: intlcen@gbrownc.on.ca

Faculty of Technology

From Building Renovation, Information Technology and Microelectronics, to Tool and Die Making and Architectural Technology, we know what it takes to succeed in the job market. Much of your learning takes place through project and lab work that simulates the demands of the workplace. Most programs include a self-directed computer literacy course to provide you with the foundation computer skills you need to support your learning in technology. Many programs include business and communications components, so that you will have the full range of skills employers want – and the background you need to create your own employment. When you graduate, you may receive advanced standing towards professional accreditation or a university degree.

Discover how the Faculty of Technology can connect you to the future.

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School of Building and Environmental Systems Technologies

The School of Building and Environmental Systems Technologies is one of four academic departments in the Faculty of Technology

New construction, building conversions, restorations and renovations – along with an aging work force – combine to provide you with exciting and ever-expanding career opportunities. Whether you are interested in design, project management, installation, trouble-shooting, or running a small business, you'll find our solid combination of theory and practical courses will prepare you for the career of your choice.

Industry Advisors

Our industry partners advise us and ensure that your education provides you with the skills and knowledge necessary to compete successfully for jobs in the 21ST century. Our advisory committee membership is comprised of representatives from a broad cross-section of industry, community and professional associations. A partial list of members includes:

City of Toronto, Building Department
Eastern Refrigeration
Ellis-Don Construction
Enbridge-Consumers Gas
Great Gulf Homes
Greater Toronto Home Builders' Association
Lennox Industries
Menkes Development
Moffat Kinoshita Architects
NORR Partnership
Ontario General Contractors Association
Ontario Society of Quantity Surveyors
PCL Construction
Peel Gas
Ryerson Polytechnic University
Shore-Tilbe Architects and Engineers
Technical Standards and Safety Authority
Temp Air Control

Architectural Technician

Program code: T132 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,224.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program is common to the first two years of the Architectural Technology program. The emphasis is on providing students with a thorough knowledge of architectural drafting and design skills, as well as an understanding of the building design and construction process.

Topics covered include computer-aided drafting and design; site surveying; and architectural presentation including perspective drawing, shades and shadow, and rendering. Courses also deal with building materials, quantity surveying (estimating the labour, materials and equipment required for a project), building codes, contracts and specifications. Classes simulate an office environment, with students working in small groups. Learning is project based, with one design project often being used as the basis for assignments in many courses that deal with different aspects of the building process.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in architectural drafting techniques. Call (416) 415-2000 for a Continuing Education Guide.

Your Career

Graduates find employment in many areas of the architectural building industry. They work as technical assistants in an architectural office or in the building industry. As computer drafting technicians, they participate in the teams that produce design drawings, working drawings or shop drawings. In addition to the architectural and construction industries, graduates work as sales representatives and technicians in building products manufacturing firms and government departments.

Semester 1

ARCH1005	Architectural Technology I
ARCH1007	Architectural Presentation I – Rendering
BLOG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
CADE1006	Computer Aided Drafting I
COMM1007	College English
COMP10B2	Computer Skills and Applications
MATH1025	Mathematics for Technology I
GNEO1059	The World of Work

Semester 2

ARCH1006	Architectural Technology II
BLOG1013	Building Code I
BLOG1023	Architectural Materials & Methods I
BLDG102B	Site Development – Plotting
CADE1002	Computer Aided Drafting II
COMM1034	Professional Communications I
MATH107B	Mathematics for Building Technology
GNEO	General Education Elective

Semester 3

ARCH2004	Architectural Technology III
BLOG2017	Mechanical Installations
BLDG201B	Electrical Installations
BLDG2014	Quantity Surveying and Estimating I
BLDG1025	Site Development – Field Practice
BLDG1027	Theory of Structures I – Forces
CADE2001	Computer Aided Drafting III
GNED	General Education Elective

Semester 4

ARCH2005	Architectural Technology IV
BLOG2012	Building Code II
BLOG2022	Contracts & Specifications I
BLOG1002	Architectural Materials & Methods II
CADE3001	Computer Aided Drafting IV
COMM1035	Professional Communications II
GNEO1111	History of Architecture

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level) or equivalent, or mature student status (see page 292). Applicants with grade 11 Mathematics may be admitted, and take additional mathematics in semester 1 of the program.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may transfer directly to year 3 of the Architectural Technology program – or year 3 of the Construction Engineering Technology Project Management program (Step-Up Option).

For more information, call the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Architectural Technology

Program code: T109 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,224.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The first two years of this program are common to the Architectural Technician program. The emphasis is on providing students with architectural drafting and design skills, an understanding of the building design and construction process, and a range of management skills used in the architectural and building industries.

Topics covered include: computer-aided drafting and design; site surveying; and architectural presentation including perspective drawing, shades and shadow, and rendering. The program also offers courses that deal extensively with the business side of architecture: quantity surveying (estimating the labour, materials and equipment required for a project), construction law, contracts and specifications, and project administration.

Classes simulate an office environment, with students working in small groups. Learning is project based, with one design project often being used as the basis for assignments in many courses that deal with different aspects of the building process. Whenever possible, projects involve developing designs and proposals for actual buildings or other properties that students visit as part of their fieldwork.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in architectural drafting techniques. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates have a broad background in architectural technical and administration skills that prepare them for employment in many areas of the architectural building industry. Architectural technologists typically hold advanced responsibilities in their jobs. They work as computer drafting technologists, project administrators, sales and marketing professionals, and as building officials such as plans examiners and inspectors. They may also choose to operate their own architectural drafting and design business.

Semester 1

ARCH1005	Architectural Technology I
ARCH1007	Architectural Presentation I – Rendering
BLDG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
CADE1006	Computer Aided Drafting I
COMM1007	College English
COMP1082	Computer Skills and Applications
MATH1025	Mathematics For Technology I
GNED1059	The World of Work

Semester 2

ARCH1006	Architectural Technology II
BLDG1013	Building Code I
BLDG1023	Architectural Materials & Methods I
BLDG102B	Site Development – Plotting
CADE1002	Computer Aided Drafting II
COMM1034	Professional Communications I
MATH107B	Mathematics for Building Technology
GNED	General Education Elective

Semester 3

ARCH2004	Architectural Technology III
BLDG2017	Mechanical Installations
BLDG201B	Electrical Installations
BLDG2014	Quantity Surveying and Estimating I
BLDG1025	Site Development – Field Practice
BLDG1027	Theory of Structures I – Forces
CADE2001	Computer Aided Drafting III
GNED	General Education Elective

Semester 4

ARCH2005	Architectural Technology IV
BLDG1002	Architectural Materials & Methods II
BLDG2012	Building Code II
BLDG2022	Contracts & Specifications I
CADE3001	Computer Aided Drafting IV
COMM1035	Professional Communications II
GNED1111	History of Architecture

The program provides graduates with the educational requirements needed to qualify for membership in the Association of Architectural Technologists of Ontario (AATO).

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level) or equivalent, or mature student status (see page 292). Applicants with grade 11 Mathematics may be admitted, and take additional mathematics in semester 1 of the program.

Applicants may be required to attend an information session.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may continue their studies for a university degree via distance education at George Brown College.

Semester 5

ARCH3007	Architectural Technology V
ARCH3006	Architectural Presentations II – Colour
ARCH3003	Site Development/Urban Planning
ARCH2003	Theory of Structures II – Form/Space/Order
BLDG3001	Building Science – Enclosure
BLDG300B	Contracts & Specifications II – Practice
CADE3002	Computer Aided Drafting V

Semester 6

ARCH300B	Architectural Technology VI
BLDG3009	Building Economics – Cost Planning
BLDG3010	Building Economics – Development
BLDG3011	Construction Law – Case Studies
BLDG3012	Project Administration
BLDG3013	Building Science and Detailing
CADE 3003	Computer Aided Drafting VI

For more information, call the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Building Renovation

Program code: T131
Casa Loma Campus
1 year (2 semesters)
Apply to OCAS

Starting: September
Certification: Certificate
(Program is under review)

Fees: Total annual fees last year for this program were $2,369.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program is common to the first year of the Building Renovation Technician program. Its focus is on building renovation skills, especially carpentry, and on business skills that graduates can use in running their own independent business. Residential and commercial renovations play an important role in the construction industry, and in the ongoing maintenance and improvement of properties. Renovating an existing property is often an attractive alternative to buying or building a new home.

Training takes place in the classroom and in two large, fully equipped shops where students practice their skills by framing and building a house. Topics covered include residential renovations, custom home construction, cabinetry, site layout, demolition, framing and finishing, and the building code. Students also gain experience in the business use of computers, including word processing, spreadsheets, presentations, CAD drawing software, and Internet access.

This program is unique in Metro Toronto.

Your Career

There is a growing demand for qualified renovators in the building industry. According to the Canadian Home Builders Association, more than half the spending in the Canadian construction industry takes place in the renovation field. By the year 2000, renovation and redevelopment projects are expected to make up 70 per cent of the construction industry.

Graduates find employment in the renovation and construction field working in renovation carpentry, general carpentry, building maintenance and other related areas. Graduates can also start their own business offering carpentry and renovation services.

Semester 1

BLOG1009	Renovation Methods & Materials I – Practical
BLOG1010	Renovation Methods & Materials I – Theory
COMM1007	College English
COMP1082	Computer Skills and Applications
ORFT1006	Architectural Plan Interpretation I
MATH1025	Mathematics for Technology I
GNEO1059	World of Work

Semester 2

BLOG1020	Safety, Materials & Tools
BLOG1021	Building Layout (Field Surveying & Lab)
CADE1006	Computer Aided Drafting I
COMM1030	Business Communications & Contracts
GNEO	General Education Elective

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level) or equivalent, or mature student status (see page 292). Applicants with grade 11 Mathematics may be admitted, and take additional mathematics in semester 1 of the program.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may transfer directly to year 2 of the Building Renovation Technician program.

For more information, call the program co-ordinator Tom Stephenson at (416) 415-4393 (voice mail 6581) or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Building Renovation Technician

Program code: T110 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,369.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The first year of this program is common with the Building Renovation Certificate program. Its focus is on building renovation skills, including carpentry and related trades, and on business skills that graduates can use in running their own independent business. Residential and commercial renovations play an important role in the construction industry, and in the ongoing maintenance and improvement of properties. Renovating an existing property is often an attractive alternative to buying or building a new home.

Training takes place in the classroom and in two large, fully equipped shops where students practice their skills by framing and building a house. Topics covered include residential renovations, custom home construction, cabinetry, site layout, demolition, framing and finishing, and the building code. Students also learn about custom millwork, stair construction, basic wiring and plumbing, drywalling and masonry.

Among the business skills covered are management and marketing; client relations; project management; scheduling, estimating and cost accounting; planning, sketching and drafting; and building science. Students also learn how to use computers in the renovation business, including word processing, spreadsheets, presentation software and Internet access, as well as specialized software for CAD drawing, project management and estimating.

This program is unique in Metro Toronto.

Your Career

There is a growing demand for qualified renovators in the building industry. According to the Canadian Home Builders Association, more than half the spending in the Canadian construction industry takes place in the renovation field. By the year 2000, renovation and redevelopment projects are expected to make up 70 per cent of the construction industry.

Semester 1

BLOG1009	Renovation Methods & Materials I – Practical
BLOG1010	Renovation Methods & Materials I – Theory
COMM1007	College English
COMP10B2	Computer Skills and Applications
ORFT1006	Architectural Plan Interpretation I
MATH1025	Mathematics for Technology I
GNEO1059	World of Work

Semester 2

BLDG1020	Safety, Materials & Tools
BLDG1021	Building Layout (Field Surveying & Lab)
CAOE1006	Computer Aided Drafting I
COMM1030	Business Communications & Contracts
GNEO	General Education Elective

Semester 3

BLOG2003	Renovation Methods & Materials II – Practical
BLDG2002	Renovation Methods & Materials II – Theory
BLDG2014	Quantity Surveying and Estimating I
BLOG2005	Construction Business Management & Marketing
ORFT2017	Architectural Plan Interpretation II
GNED1022	Building Science and the Environment

Semester 4

BLOG200B	Renovation Methods & Materials III – Practical
BLOG2009	Renovation Methods & Materials III – Theory
BLOG2010	Construction/Renovation Project Management
BLOG2021	Planning and Scheduling
BLOG2019	Quantity Surveying & Estimating II
BLGO2027	Field Placement
CAOE1002	Computer Aided Drafting II
GNEO	General Education Elective

Graduates find employment in many areas of the renovation and construction field. Opportunities include renovation contracting, carpentry, site supervision, project management, estimating, technical sales and home inspections. Graduates can also start their own business offering these services.

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level) or equivalent, or mature student status (see page 292). Applicants with grade 11 Mathematics may be admitted, and take additional mathematics in semester 1 of the program.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may continue in year 3 of the Construction Engineering Technology program.

For more information, call the program co-ordinator Tom Stephenson at (416) 415-4393 (voice mail 6581) or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Construction Engineering Technician

Program code: T101 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,239.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program provides students with the skills and knowledge they need to organize and supervise all phases of residential and small commercial/industrial construction projects, from initial drawings to completion. Learning is project based, with courses in several subject areas focusing on different aspects of the same construction management project.

Topics covered include interpretation of working drawings (blueprints), onsite building layout, quantity surveying (estimating the labour, materials and equipment required for a project), building codes, contracts and specifications, and the characteristics of different types of buildings. Laboratory courses offer the opportunity for practical study and quality control testing of various building materials. Students also gain extensive computer experience, working with general business-use software as well as specialized construction management and estimating software.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in construction estimating, construction project management, and construction site management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for a variety of supervisory jobs in the construction industry. Construction technicians have the training to work with general contractors, handling bidding, organizing and supervising the participation of the various trades involved in a project. Job opportunities may be found with general contracting firms, subcontractors, consulting firms and in sales with manufacturing companies related to the building industry.

Semester 1

BLDG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
BLOG1025	Site Development – Field Practice
BLOG1026	Housing and Small Buildings (Wood Frame)
CAOE1006	Computer Aided Drafting I
COMM1007	College English
MATH1025	Mathematics for Technology I
COMP10B2	Computer Skills and Applications
GNEO1059	The World of Work

Semester 2

BLOG1013	Building Code I
BLOG1023	Architectural Materials & Methods I
BLOG102B	Site Development – Plotting
BLOG1029	Building Construction I
COMM1034	Professional Communications I
MATH107B	Mathematics for Building Technology
GNED	General Education Elective

Semester 3

ARCH3003	Site Development/Urban Planning
BLOG2005	Construction Business Management & Marketing
BLOG1027	Theory of Structures I – Forces
BLOG2014	Quantity Surveying and Estimating I
BLOG2015	Site Development – Total Stationary Survey
BLOG2016	Building Construction II
BLOG2017	Mechanical Installations
BLDG2018	Electrical Installations
GNED	General Education Elective

Semester 4

BLOG2010	Construction/Renovation Project Management
BLOG2012	Building Code II
BLOG2019	Quantity Surveying & Estimating II
BLOG2020	Building Construction III
BLOG2021	Planning and Scheduling
BLOG2022	Contracts and Specifications I
COMM1035	Professional Communications II
GNEO1034	Introduction to Economics

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level) or equivalent, or mature student status (see page 292). Applicants with grade 11 Mathematics may be admitted, and take additional mathematics in semester 1 of the program.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may continue in year 3 of the Construction Engineering Technology program.

For more information, call the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Construction Engineering Technology

Program code: T105 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 year (6 semesters)
Apply to George Brown College

Fees: Total annual fees last year for this program were $2,214.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program provides students with the technical and business management skills and knowledge they need to act as managers for construction projects of all sizes and complexity. Building on their technical background, students gain an in-depth knowledge of construction industry management practices: contracts and specifications, bidding and estimating, quantity surveying (estimating the labour, materials and equipment required for a project), construction law, and managing schedules and cash flows.

Learning is project based, with courses in several subject areas focusing on different aspects of a single complex management project. Throughout, students gain extensive computer experience, working with general business-use software as well as specialized project management, bidding and estimating software.

This program is unique in the Greater Toronto Area.

Part-time Study Options

George Brown College also offers evening and weekend courses and certificate programs in construction estimating, construction project management, and construction site management. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates meet the growing demand for professional construction managers in the construction industry, Canada's largest employer. Positions include senior-level jobs as project managers, professional quantity surveyors, estimators, construction superintendents, home builders, general contractors, subcontractors and building/home inspectors. Graduates may work for others or choose to start their own business.

Semester 1

BLDG1022	Building Industry Practices
BLDG1024	Architectural Plan Interpretation
BLDG1025	Site Development – Field Practice
BLDG1026	Housing and Small Buildings (Wood Frame)
CADE1006	Computer Aided Drafting I
COMM1007	College English
MATH1025	Mathematics for Technology I
COMP10B2	Computer Skills and Applications
GNED1059	The World of Work

Semester 2

BLDG1013	Building Code I
BLDG1023	Architectural Materials & Methods I
BLDG102B	Site Development – Plotting
BLDG1029	Building Construction I
COMM1034	Professional Communications I
MATH107B	Mathematics for Building Technology
GNED	General Education Elective

Semester 3

ARCH3003	Site Development/Urban Planning
BLDG2005	Construction Business Management & Marketing
BLDG1027	Theory of Structures I – Forces
BLDG2014	Quantity Surveying and Estimating I
BLDG2015	Site Development – Total Stationary Survey
BLDG2016	Building Construction II
BLDG2017	Mechanical Installations
BLDG201B	Electrical Installations
GNED	General Education Elective

Semester 4

BLDG2010	Construction/Renovation Project Management
BLDG2012	Building Code II
BLDG2019	Quantity Surveying & Estimating II
BLDG2020	Building Construction III
BLDG2021	Planning and Scheduling
BLDG2022	Contracts and Specifications I
COMM1035	Professional Communications II
GNED1034	Introduction to Economics

Admission Requirements

Diploma in a related two-year, college-level program (architectural, building renovation, construction engineering or other similar engineering specialty). Others may apply for direct entry (contact the co-ordinator).

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Accreditation/Recognition

Graduates have the educational requirements needed to qualify as a Professional Quantity Surveyor, a designation awarded by the Ontario Institute of Quantity Surveyors, and as a Gold Seal Certified Project Manager, Estimator or Construction Superintendent, designations awarded by the Canadian Construction Association.

The program is developed/accredited in collaboration with major industry certification groups in Canada and abroad, enabling graduates to work in countries worldwide:

- Canadian Construction Association (Gold Seal designation)
- Canadian Institute of Quantity Surveyors (PQS – Professional Quantity Surveyor – designation)
- Ontario Association of Certified Engineering Technicians and Technologists (OACETT): OACETT recognizes this program as meeting all the academic requirements for certification in the Certified Engineering Technologist (CET) or Applied Science Technologist (ASct) category.
- American Institute of Constructors (AIC-US)
- American Council for Construction Education (ACCE-US) (pending)

Your Future Study Options

Graduates may continue their studies for a university degree via distance education at George Brown College.

Advanced Standing

You may be eligible for advanced standing into the third year of Construction Engineering Technology following a completion of a four-semester program of Architecture, Construction Engineering or Building Renovation.

Semester 5

BLDG3005	Construction Methods and Equipment I
BLDG3004	Quantity Surveying and Estimating III
BLDG3006	Construction Management I
BLDG300B	Contracts & Specifications II – Practice
BLDG3001	Building Science – Enclosure
BLDG3003	Construction Safety Practices
HRM3001	Labour Relations and Human Resource Management
COMM3006	Technical Thesis I
BLDG3007	Computer Applied Construction Practices – Bidding & Estimating
ARCH2003	Theory of Structures II – Form/Space/Order

Semester 6

BLDG301B	Construction Methods & Equipment II
BLDG3017	Quantity Surveying & Estimating IV
BLDG3019	Construction Management II
BLDG3011	Construction Law – Case Studies
BLDG3012	Project Administration
BLDG3009	Building Economics – Cost Planning
BLDG3010	Building Economics – Development
COMM3007	Technical Thesis II
BLDG3020	Computer Applied Construction Practices – Scheduling & Project Management

For more information, call the program co-ordinator John Wills at (416) 415-4376 or the Faculty of Technology at (416) 415-4360.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Gas Technician

Program code: T134
Casa Loma Campus
1 year (3 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate
(Program is under review)

Fees: Total annual fees last year for this program were $4,257.40. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The complexity and variety of gas equipment in operation today has created a need for well-trained gas burner technicians who are knowledgeable in gas appliances. This program is offered in a fully equipped shop that allows students plenty of hands-on practice, and provides instruction in the installation and servicing of gas-fired appliances.

The content of this program meets the recommendations of the joint government/industry task force for the propane and natural gas industries. In addition, each module includes some self-directed learning. The program has been designed to create a blend between theory and practice by including classroom instruction and practice in the gas shop.

Students are eligible to write their GT2 Certification examination upon successful completion of the program.

Part-time Study Options

George Brown College also offers evening and weekend courses and a certificate program in gas technician. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates of the Gas Technician program find wide and diverse employment opportunities in the gas servicing industry. Past graduates have found employment with gas companies and their prime contractors, as well as independent heating companies. Successful completion of the program allows you to install, alter, purge, activate, repair, service and/or remove a natural gas and/or propane appliance, and to perform the functions of a Gas Technician II.

Graduates who seek self-employment may elect to open their own businesses. Many graduates from the Gas Technician program are working today as sub-contractors to major heating and utilities companies in the industry.

Semester 1

HVAC1015	Gas Technician III
MATH1070	Skills for College Mathematics
GNE01003	General Education Foundation
COMM1007	College English

Semester 2

HVAC1016	Gas Technician II (Part A)
COMM1007	College English
MATH1025	Mathematics for Technology I
GNEO	General Education Elective

Semester 3

HVAC1017	Gas Technician II (Part B)
COMP1082	Computer Skills and Applications
GNEO	General Education Elective

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292).

Additional Training Opportunities

Students who hold a valid Gas Technician II licence and who have provided evidence of required industry experience may apply to take the Gas Technician I training. Gas Technician I training dates are published in the Continuing Education Course Guide.

For more information, call the Faculty of Technology at (416) 415-4362.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Heating, Refrigeration, and Air Conditioning Technician

Program code: T100
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,224.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Curriculum under development.

Our Program

The focus of this program is on developing solid skills and knowledge in design, operation and control of environmental systems in buildings, including heating, ventilation, refrigeration and air conditioning (HVAC). Students learn practical skills for working on these systems – soldering, wiring and electrical circuitry, for example. You will also gain the practical skills and theoretical knowledge needed to develop specifications and designs for HVAC systems using computer aided design software.

The program follows industry-standard design practices for residential, commercial and industrial systems, as established by the Heating, Refrigeration and Air Conditioning Institute (HRAI) and the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE). As part of the program, students can take the qualifying exam for HRAI certification, widely recognized in industry.

Part-time Study Options

George Brown College also offers evening courses in refrigeration, heating and air conditioning. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates will be prepared for a range of jobs in the HVAC field. Technicians work with engineers and technologists on the design of building systems, calculating heat loads and sizing pipes, air distribution ducts and equipment. They may also plan site layouts and develop drawings using computer aided design software. Other employment opportunities include sales, system balancing and cost estimating for projects. Experienced technicians may also work as self-employed specialists in the field.

Upon completion of the program, many graduates pursue membership in the Ontario Association of Certified Engineering Technicians and Technologists (OACETT).

Admission Requirements

Ontario Secondary School Diploma (with credits in English and Mathematics at grade 12 level preferred) or equivalent, or mature student status (see page 292).

Semester 1

HVAC1001	Refrigeration Theory I
HVAC1003	Laboratory Applications I
HVAC1006	Electrical Fundamentals
HVAC1009	Orafting
HVAC1018	Gas Technician III (Part 1)
COMM1007	College English
GNEO1003	General Education Foundation
MATH1070	Foundation Mathematics

Semester 2

HVAC2003	Refrigeration Theory II
HVAC2006	Laboratory Applications II
HVAC1008	Electrical Circuit Analysis for HVAC
HVAC1002	Heat Load Calculations
HVAC1019	Gas Technician III (Part 2)
COMP1082	Computer Skills and Applications
GNEO	General Education (Elective Education)
MATH1025	Mathematics

Semester 3

HVAC	Laboratory Applications III
HVAC1004	System Oesign I
HVAC2002	System Control
HVAC 1016	Gas Technician II (Part A)
CAOE1006	Computer Aided Orafting
GNEO	General Education Elective
MATH2003	Mathematics for Technology

Semester 4

HVAC	Laboratory Applications IV
HVAC2001	HVAC System Oesign II
HVAC 1017	Gas Technician II (Part 8)
HVAC2009	Estimating
GNEO	Business Management and Marketing
MATH3003	Applied Mathematics

For more information, call the program co-ordinator Chris Vickers at (416) 415-4366 or the Faculty of Technology at (416) 415-4360.

School of Electrical, Electronics, and Mechanical Technologies

Within the growing manufacturing and services sectors, a new demand exists for multi-skilled professionals with expertise in both the electricallelectronics and mechanical disciplines. The School of Electrical, Electronics and Mechanical Technologies prepares you to meet this demand by featuring Industrial Automation and Process Control Technology throughout our programs.

You will develop and apply critical skills in these emerging technologies through project work in our new, industry-supported, state-of-the art labs for Industrial Automation, Control Technology, CADICAM, and CNC Machining.

Whether your career objectives are in manufacturing, design, maintenance, or technical sales, you'll find our solid combination of theory and applications-based learning, supported by industry partnerships, will provide you with the job skills demanded by employers.

The School of Electrical, Electronics, and Mechanical Technologies is one of five academic departments in the Faculty of Technology.

Electrical Engineering Technician

Program code: T111 **Starting**: September
Casa Loma Campus **Certification**: Diploma
2 years (4 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,224.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

This program is common to the first two years of the Electrical Engineering Technology program. The program focuses on the broad range of electrical power equipment and its electronic controls. Students learn the fundamentals of electrical theory and how components work together in electrical systems. You will also study control equipment for motors, generators and manufacturing equipment used in industry.

All courses include hands-on laboratory experience. Students also use simulation software to perform lab exercises for the study of distribution and transmission systems and manufacturing equipment systems.

Your Career

Graduates work with all kinds of electrical power and manufacturing equipment in a wide range of industries as electrical maintenance technicians working on electronically controlled equipment, test technicians in manufacturing plants, service technicians for electrical manufacturers and sales representatives and design technicians for equipment manufacturers.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 math plus one senior science credit is required. Strong mathematics skills are essential for success in this program.

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may continue in year 3 of the Electrical Engineering Technology program.

Semester 1

ELCL1020	OC Circuits
ELCL1021	OC Applications
ELCL1022	OC Circuits Lab
CADE1006	Computer Aided Drafting I
COMM1007	College English
GNEO1003	General Education Foundation
MATH1025	Mathematics for Technology I
COMP1082	Computer Skills and Applications

Semester 2

ELCL1023	AC Circuits
ELCL1026	Semiconductor Devices
ELCL1024	AC Circuit Applications
ELCL1027	Semiconductor Applications
ELCL1025	AC Circuits Lab
MATH1050	Mathematics for Technology II
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 3

COMM1035	Professional Communications II
ELCL1005	Direct Current Machines
ELCL2002	Wiring Methods and Code
ELCL2007	Alternating Current Machines
ELCL2009	Discrete Amplification
ELCL2010	Digital Systems
MATH2019	Applied Calculus for Electronics I
GNEO	General Education Elective

Semester 4

ORFT2014	Drafting & Blueprint Reading
ELCL2008	Electrical Distribution Systems
ELCL2011	Electric Machine Control
ELCL2012	Introduction to PLCs
ELCL2006	Technical Report
MATH2026	Applied Calculus for Electronics II
GNEO	General Education Elective

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Technician (CTech) category.

For more information, call the program co-ordinator at (416) 415-4753 or the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

Electrical Engineering Technology

Program code: T114 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Fees: Total annual fees last year for this program were $2,199.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The first two years of this program are common to the Electrical Engineering Technician program. The program focuses on the broad range of electrical power equipment and its electronic controls. Students learn the fundamentals of electrical theory and how components work together in electrical systems. You will also study control equipment for motors, generators and manufacturing equipment used in industry. In the third year, you will explore more advanced subjects, learning how to protect electrical equipment from power fluctuations and how to design and put together complex electrical systems.

All courses include hands-on laboratory experience. Students also use simulation software to practice computerized electrical simulations, and work with simulated components to study distribution and transmission systems and manufacturing equipment systems. In their third year, students practice all the skills they have acquired as they research and design a major electrical project.

Your Career

Graduates work with all kinds of electrical power and manufacturing equipment in a wide range of industries, as designers in processing industries; maintenance positions in production areas; electrical systems designers for consulting engineering firms; estimators or supervisors for electrical contractors; quality control inspectors in manufacturing; designers, sales personnel and service persons for electrical utilities; designers or supervisors of substations, electrical networks or transmission lines.

Continued on page 166.

Semester 1

ELCL1020	OC Circuits
ELCL1021	OC Applications
ELCL1022	OC Circuits Lab
CADE1006	Computer Aided Drafting I
COMM1007	College English
GNEO1003	General Education Foundation
MATH1025	Mathematics for Technology I
COMP1082	Computer Skills and Applications

Semester 2

ELCL1023	AC Circuits
ELCL1026	Semiconductor Devices
ELCL1024	AC Applications
ELCL1027	Semiconductor Applications
ELCL1025	AC Circuits Lab
MATH1050	Mathematics for Technology II
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 3

COMM1035	Professional Communications II
ELCL1005	Direct Current Machines
ELCL2002	Wiring Methods and Code
ELCL2007	Alternating Current Machines
ELCL2009	Discrete Amplification
ELCL2010	Digital Systems
MATH2019	Applied Calculus for Electronics I
GNED	General Education Elective

Semester 4

ORFT2014	Drafting & Blueprint Reading
ELCL2008	Electrical Distribution Systems
ELCL2011	Electric Machine Control
ELCL2012	Introduction to PLCs
ELCL2006	Technical Report
MATH2026	Applied Calculus for Electronics II
GNED	General Education Elective

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Electrical Engineering Technology cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 Mathematics plus one senior science credit is required. Strong mathematics skills are essential for success in this program.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Graduates may be eligible for advanced standing in the engineering program at Lakehead University and at the University of Victoria.

Graduates may continue their studies for a university degree via distance education at George Brown College.

Semester 5
ELCL3002	Protection of Electrical Equipment
ELCL3003	Electrical Lab Systems
EST3001	Electrical Estimating
ORFT2013	Electrical Orafting
PHY2007	Modern Physics
MATH3007	Mathematics

Semester 6
ELCL3004	Electrical Machine Oesign
ELCL3010	Embedded Controls
ELCL3011	Industrial Electronics
ELCL3008	Programmable Logic Controllers
MATH3010	Probability and Statistics
ELNC3031	Thesis Project: Oesign and Fabrication

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Engineering Technologist (CET) or Applied Science Technologist (ASct) category.

For more information, call the program co-ordinator at (416) 415-4753 or the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Electronics Engineering Technician

Program code: T112
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,229.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
This program is common to the first three semesters of the Electronics Engineering Technology program. Students learn the fundamentals of electrical and electronic theory to be able to analyse and troubleshoot electronic equipment and systems. The program features specialized training in surface mount technology.

All courses include hands-on laboratory experience. Students also use computer aided design software to build simulations of electronic circuits.

Your Career
Graduates are responsible for the repair, installation, calibration and configuration of electronic systems in many environments including: microelectronics manufacturing, telecommunications, utility companies, aviation and the computer industry.

As part of the program, graduates acquire PACE certification in surface mount technology, an industry-recognized qualification in high demand.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 Mathematics plus one senior science credit is required. Strong mathematics skills are essential for success in this program.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Graduates may continue in semester 4 of the Electronic Engineering Technology program or in semester 3 of the Electrical Engineering Technician/ Technology programs.

Also Offered
Electronics Distance Education Certificate program (see page 123).

Semester 1
ELCL1020	OC Circuits
ELCL1021	OC Applications
ELCL1022	OC Circuits Lab
CADE1006	Computer Aided Orafting Design I
COMM1007	College English
GNEO1003	General Education Foundation
MATH1025	Mathematics for Technology I
COMP1082	Computer Skills and Applications

Semester 2
ELCL1023	AC Circuits
ELCL1026	Semiconductor Devices
ELCL1024	AC Applications
ELCL1027	Semiconductor Applications
ELCL1025	AC Circuits Lab
MATH1047	Mathematics for Technology II
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 3
ELNC2053	Filters and Resonance
ELNC2054	Amplifier Circuits
ELNC2055	Analog Laboratory
ELNC2056	Oigital Circuits
ELNC2057	Operational Amps and Applications
ELNC2058	Linear and Oigital Labs
MATH2019	Applied Calculus for Electronics I
COMM1035	Professional Communications II
GNEO	General Education Elective

Semester 4
ELNC2066	Electronic Communications
ELNC2063	Microprocessors and Embedded Controllers
ELNC2064	Video Systems
ELNC2065	Surface Mount Technology and Lab
MATH2026	Applied Calculus for Electronics II
GNEO	General Education Elective

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Technician (CTech) category.

For more information, call the program co-ordinator at (416) 415-4753 or the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

Electronics

Program code: T901 **Starting**: Open enrolment
Distance Education Program **Certification**: Certificate
1 year (2 semesters)

Apply by calling (416) 415-4726
or on the Internet at www.etcourse.com

Our Program

This program focuses on the skills needed to assemble, install, troubleshoot and repair electronic equipment used by consumers, business, and industry. Students learn electronics theory and how to work with circuits and the various components of electronic systems such as capacitors, resistors, semiconductors, and amplifiers. The focus is on a broad understanding of the field that students can then apply to specific areas of interest or employment.

This is a Distance Education program, in which you complete all courses by studying at home, using an interactive learning package on a personal computer. Laboratory projects and assignments are also carried out in this way. The learning package consists of 23 courses on a CD-ROM that makes use of text, video, animations, computer-based testing, and a computerized simulation of an electronics laboratory. Students also have telephone access to a tutor for personal assistance.

You may enrol at any time during the year and complete the courses in the learning package at your own rate of progress. Typical completion time for the program is 32 weeks.

Your Career

Graduates will be prepared to work as service technicians on electronic products and equipment used by consumers, business and industry. Typical activities include assembling, maintaining, testing, troubleshooting, repairing and upgrading equipment and systems.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Students must have unrestricted access to a personal computer with CD-ROM drive.

Background

An electronics background is helpful but not essential.

Your Future Study Options

Credits from this program may be applied towards the Electronic Engineering Technician/Technology programs.

Fees: Total annual fees last year for this program were $1,400.00. Fees may increase for programs starting in 2000. International student fees were $1400 U.S.

Semester 1

Orientation & Review
Electric Circuits I
Electric Circuits II
DC Measuring Instruments
Network Theorums
Magnetism
Magnetic Circuits
Testing & Troubleshooting
AC Circuits I
AC Measuring Instruments
Capacitance & Capacitors

Semester 2

Inductance & Inductors
Transformers
Resonance
AC Circuits II
AC Circuits III
Coupling & Filter Circuits
Semiconductors I
Semiconductors II
Amplifiers I
Amplifiers II
Digital Electronics I
Digital Electronics II

For more information, call the program information line at (416) 415-4726 or toll-free at 1-888-553-5333.

Electronics Engineering Technology

Program code: T113 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)

Apply to OCAS

Our Program

The first three semesters of this program are common to the Electronics Engineering Technician program. Students learn the fundamentals of electrical and electronic theory to be able to analyse and troubleshoot electronic equipment and systems. The program features specialized training in surface mount technology. The third year includes advanced study in Process Control/Industrial Automation.

All courses include hands-on laboratory experience. Students also use computer aided design software to build simulations of electronic circuits. In a comprehensive third-year project, students carry out all phases in the development of an electronic product, from market research, design and costing through construction of a working prototype.

Your Career

Graduates are employed in many fields: design and construction of electronic equipment; maintenance, repair and installation of computer systems and telecommunication systems; quality control management; sales and research. Electronics Engineering Technologists may find employment in manufacturing, automotive, utilities, aviation, telecommunications, radio and television broadcasting, and the computer industry.

As part of the program, graduates acquire PACE certification in surface mount technology, an industry-recognized qualification that is in high demand.

Continued on page 170.

Fees: Total annual fees last year for this program were $2,169.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Semester 1

ELCL1020	DC Circuits
ELCL1021	DC Applications
ELCL1022	DC Circuits Lab
CADE1006	Computer Aided Drafting I
CDMM1007	College English
GNED1003	General Education Foundation
MATH1025	Mathematics for Technology I
CDMP1082	Computer Skills and Applications

Semester 2

ELCL1023	AC Circuits
ELCL1026	Semiconductor Devices
ELCL1024	AC Applications
ELCL1027	Semiconductor Applications
ELCL1025	AC Circuits Lab
MATH1047	Mathematics for Technology II
CDMM1034	Professional Communications I
GNED	General Education Elective

Semester 3

ELNC2053	Filters and Resonance
ELNC2054	Amplifier Circuits
ELNC2055	Analog Laboratory
ELNC2056	Digital Circuits
ELNC2057	Operational Amps and Applications
ELNC2058	Linear and Digital Labs
MATH2019	Applied Calculus for Electronics I
CDMM1035	Professional Communications II
GNED	General Education Elective

Semester 4

ELNC2059	Operational Amplifier Circuit Design
ELNC2061	Embedded Control Systems
ELNC2062	Assembler & C Programming
MATH2026	Applied Calculus for Electronics II
CDMM3006	Technical Thesis I
MECH2001	Mechanics
GNED	General Education Elective
ELNC2065	Surface Mount Technology and Lab

For updated information:
- go to www.gbrowne.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Electronics Engineering Technology cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 Mathematics plus one senior science credit is required. Strong mathematics skills are essential for success in this program.

Your Future Study Options
Graduates may be eligible for advanced standing in the engineering program at Lakehead University and at the University of Victoria.

Graduates may continue their studies for a university degree via distance education at George Brown College.

Semester 5
ELCL3019	Measurement Sensors I
ELCL3020	Industrial Controls
ELCL3021	Introduction to Programmable Logic Controllers
ELCL3012	Computer Programming I
MATH3007	Applied Differential Equations for Electronics
CDMM3018	Reporting Technical Information
PHY2007	Modern Physics
ELCL3022	Measurement Sensors II
ELCL3023	Data Acquisition and Control Systems
ELCL3024	DC and AC Motors
ELCL3025	Embedded Controls

Semester 6
ELCL3026	Process Control Systems
ELCL3027	Computer Programming II
ELCL3028	Specifications, Prints and Print Reading
ELCL3029	Pneumatic and Hydraulic Controls
ELCL3030	Programmable Logic Controllers II
ELCL3031	Computers in Industrial Automation
ELCL3032	Motion Controls
ELNC3031	Thesis Project: Design and Fabrication
MATH3010	Probability and Statistics

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Engineering Technologist (CET) or Applied Science Technologist (ASct) category.

For more information, call the program co-ordinator at (416) 415-4753 or the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

Mechanical Engineering Technology

Program code: T121
Casa Loma Campus
3 years (6 semesters)
Apply to OCAS

Starting: September
Certification: Diploma

Fees: Total annual fees last year for this program were $2,234.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
Mechanical engineering technologists play a key role in Canada's manufacturing, building and service industries.

The first four semesters of this program are common to the Mechanical Engineering Technician program. Students receive a solid foundation in engineering sciences, introduction to automation, mechanical design practices for the automated industry and computer-aided engineering. Students use computerized design software which features three-dimensional modelling. Third-year options offer more advanced study in two key areas: Design and Industrial Automation.

Part-time Study Options
George Brown College also offers a certificate program in AutoCADD Fundamentals. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Graduates are prepared to become members of the technical teams that design, produce and maintain the mechanical and automated equipment used in virtually every industry. Opportunities exist in production, machine and tool design, industrial automation, consulting engineering, and sales. The in-depth knowledge technologists have generally makes them eligible for more senior-level responsibilities at an earlier stage in their careers.

Continued on page 172.

Semester 1
CADE1006	Computer Aided Drafting I
CDMM1007	College English
MATH1025	Mathematics for Technology I
MENG1027	Introduction to Machining Fundamentals
MENG1026	Engineering Design I
GNED1003	General Education Foundation

Semester 2
CDMM1034	Professional Communications I
MATH1077	Mathematics for Mechanical Engineering
MENG1008	Manufacturing Processes
ELCL1028	Electrical Fundamentals
MENG2005	Mechatronics I
CADE1004	Computer Engineering Applications
GNED	General Education Elective

Semester 3
MENG2009	Mechatronics II
MENG2008	Control Technology I
CADE2003	Computer Aided Design I
MENG2017	Geometric Dimensioning & Tolerancing
SCI1007	Engineering Mechanics I
CDMM1035	Professional Communications II
GNED	General Education Elective

Semester 4
MENG2010	Control Technology II
MATH2015	Applied Calculus for Mechanical Engineering
SCI2005	Engineering Mechanics II
CADE2004	Computer Aided Design II
GNED	General Education Elective
MENG2028	Mechatronics III

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Mechanical Engineering Technology cont

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics credits are required.

Depending on their prior training and experience, applicants may qualify for admission directly into any semester of this program. Contact the department for further information.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Graduates may be eligible for advanced standing in the engineering program at Lakehead University.

Graduates may continue their studies for a university degree via distance education at George Brown College.

DESIGN OPTION

Semester 5
MENG3008	Project Design I
MENG3009	Manufacturing Control Applications I
MENG1019	Fluid Mechanics
MATH3006	Applied Mathematics for Mechanical Engineering
CADE3010	CAD: 3D Design
ORFT1018	Theory of Machines I
SCI2006	Engineering Science III

Semester 6
MENG3010	Project Design II
MENG3011	Manufacturing Control Applications II
MENG3012	Finite Element Analysis
ORFT1019	Theory of Machines II
MENG3006	Thermodynamics
SCI3002	Engineering Science IV
MATH3011	Mathematics for Technology V

INDUSTRIAL AUTOMATION OPTION

Semester 5
ELCL3033	Electrical Drafting/Design
MENG1019	Fluid Mechanics
MATH3006	Applied Mathematics for Mechanical Engineering
ELCL3034	Electrical Power Transmission
ELCL3035	Industrial Electronics
MENG3018	Programmable Logic Control
MENG3019	Mechanisms

Semester 6
ELCL3036	Industrial Control Systems
ELCL3037	Process Controls and Sensors
ELCL3038	Programmable Manipulators I
MENG3020	Programmable Manipulators II
MENG3021	Automation and Elements of Assembly Processes
MENG3022	Statistical Process Control
ELCL3039	Advanced Industrial Control Systems

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Engineering Technologist (CET) or Applied Science Technologist (ASct) category.

For more information, call the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

Mechanical Engineering Technician – Industrial Maintenance NEW

Program code: T118
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,234.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program
Mechanical engineering technicians are one of the key forces that drive Canada's manufacturing and service industries. They have a wide range of skills that allow them to be part of a technical team to install, assemble, commission, troubleshoot, and maintain sophisticated manufacturing and testing equipment that are part of nearly every industry.

The Industrial Maintenance Technician program will provide the graduate with a broad knowledge of maintenance techniques. The program prepares the graduate to support the multi-skilled production team, integrating mechanical, pneumatic, hydraulic, electrical and programmable controller technologies.

Part-time Study Options
George Brown College also offers part-time courses in industrial automation, mechanical engineering, and mechanical maintenance. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
The graduate can look forward to a career as a multi-skilled technician supporting leading-edge production environments or maintaining service plants including those in institutions, utilities and commercial facilities.

Admission Requirements
Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and math credits are required. Certified Millwrights may be eligible for advanced standing in this program.

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Completing this program may excempt you from the first phase in the Industrial Millwright apprenticeship program.

Semester 1
CADE1010	CadKEY
COMM1007	College English
MATH1025	Mathematics for Technology I
MENG1007	Machining Fundamentals I
MENG1002	Engineering Design Theory I
ELCL1034	Electrical Fundamentals
COMP1082	Computer Skills and Applications
GNED1003	General Education Foundation

Semester 2
COMM1034	Professional Communications I
MATH1077	Applied Mathematics II
ELCL1035	Industrial Electronics
MENG2008	Control Technology I
MENG1009	Engineering Design Theory II
CADE2012	Computer Aided Manufacturing
GNED	General Education-Marketing

Semester 3
MENG2021	Industrial Maintenance I
MENG2010	Control Technology II
MENG2022	Programmable Logic Controllers II
MENG2023	Dynamics of Machines
COMM1035	Professional Communications II
GNED	General Education-Labor Law

Semester 4
MENG2024	Industrial Maintenance II
MENG2025	Advanced Manufacturing Processes
MENG3022	Statistical Process Control
MENG2027	Programmable Logic Controllers II
SCI1007	Engineering Mechanics
GNED	General Education/Elective

The Ontario Association of Certified Engineering Technicians and Technologists (OACETT) recognizes this program as meeting all the academic requirements for certification in the Certified Technician (CTech) category.

For more information, call the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Mechanical Engineering Technician – Tool and Die Making

Program code: T116
Casa Loma Campus
2 years (4 semesters)
Apply to OCAS

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,304.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

Mechanical engineering technicians play a key role in Canada's manufacturing and service industries. They use both traditional machining skills and advanced computer-aided manufacturing techniques to create manufacturing production equipment – called jigs and fixtures – as well as dies for metal stamping.

Rapid changes in technology have caused a revolution in tool and die-making methods, bringing innovations such as the use of ceramic tools, electrical discharge machines (EDM) and computer numerical control of production processes. In this program, students develop skills in these areas by training in well-equipped shops, classrooms and laboratories.

Your Career

Graduates can look forward to careers in the modern production industry in fields such as tool and die making, quality control, process planning, estimating, and technical sales. They may wish to gain further qualifications by pursuing an apprenticeship as a machinist, tool and die maker or mold maker.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status. Grade 12 English and math credits are required.

Depending on their prior training and experience, applicants may qualify for admission directly into any semester of this program. Contact the department for further information.

Your Future Study Options

Graduates may continue their training by applying for direct entry to the Mechanical Engineering Technology program (T121). In this case, they should upgrade their knowledge by taking science, CAD and design courses, either by adding courses from the Mechanical Engineering Technician program or through Continuing Education.

Graduates may continue their studies for a university degree via distance education at George Brown College.

Semester 1

CADE1006	Computer Aided Drafting I
COMM1007	College English
MATH1025	Mathematics for Technology I
MENG1002	Engineering Design – Theory I
MENG1007	Machining Fundamentals I
GNEO1003	General Education Foundation
COMP1082	Computer Skills and Applications

Semester 2

CAOE1004	Computer Engineering Applications
COMM1034	Professional Communications I
MATH1077	Mathematics for Mechanical Engineering
MENG1008	Manufacturing Processes
MENG1009	Engineering Design – Theory II
MENG1004	Machining Fundamentals II
GNEO	General Education Elective

Semester 3

CAOE2012	Computer Aided Manufacturing I
COMM1035	Professional Communications II
ORFT1014	Jig & Fixture Design I
MENG2002	Jig & Fixture Making
GNED	General Education Elective

Semester 4

CAOE2013	Computer Aided Manufacturing II
SCI1007	Engineering Mechanics I
ORFT2007	Jig & Fixture Design II
MENG2004	Die Making
GNEO	General Education Elective

For more information, call the Electrical, Electronics, and Mechanical Technology Department at (416) 415-4398.

School of Information Technology

Launch your career in the fast-paced, information technology (IT) field. Tomorrow's IT professionals will need sharp technical skills, solid team-work and communications skills and an understanding of the impact of information technology on the future of businesses and organizations.

Through group projects and intensive lab work, you will develop fundamental IT skills using the latest computer tools and environments. Our IT professionals will teach you to apply industry – current methodology as you learn to program, support and develop information systems.

Whether your career objectives are in programming for Internet/Intranet or client-server environments, or in information systems and network support, you'll find our solid combination of theory and applications-based learning will provide you with the job skills demanded by employers.

The School of Information Technology is one of five academic departments in the Faculty of Technology.

Computer Programmer

Program code: T201
Casa Loma Campus
2 years (4 semesters)

Starting: September, January
Certification: Diploma

Fees: Total annual fees last year for this program were $2,194.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

You will learn the full range of skills required to write programs based on the two most widespread technologies used by business today: client/server and Internet/Intranet. The most popular programming languages and development tools are covered, including C++, Java, SQL, PowerBuilder, and Visual Basic. Training will take place using industry-standard Pentium computers running Microsoft Windows 32-bit operating systems. You will also become familiar with Microsoft, Novell and Internet protocols for networks, as well as servers incorporating the latest technology from NetWare, Windows NT, and Unix.

This program is common with the first four semesters of the Computer Programmer/Analyst program.

Part-time Study Options

George Brown College also offers evening and weekend courses in computer programming. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find opportunities to work with systems based on client/server and Internet/Intranet technology in businesses of all sizes and types, including those that specialize in systems development work for corporate clients. As a programmer, you will take part in project teams responsible for the development of new applications and the maintenance and support of existing applications.

Semester 1

COMP1076	Computer Architecture Fundamentals
COMP1065	Introduction to Computer Programming
COMP1078	Introductory Database Applications
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1025	Mathematics for Technology I
GNEO1003	General Education Foundation

Semester 2

COMP1030	Information Systems
COMP1079	Desktop Database Programming
COMP2068	Networking Technology for Developers
COMP2015	Object-Oriented Programming
MATH1012	Mathematics for Information Technology
GNEO	General Education Elective

Semester 3

COMP2069	SQL (Structure Query Language)*
COMP2070	Data Modeling and Analysis*
COMP2042	Client/Server Application Development Fundamentals I
COMP2067	Application Development Using Visual Basic
COMP2080	Data Structures Using C++
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 4

COMP2078	Design of Object-Oriented GUI Applications*
COMP2079	Project Management and Implementation*
COMP2077	Operating Systems for Client/Server Environments
COMP2076	Advanced Client/Server Application Development I
COMP2075	Database Applications using Visual Basic
COMP2085	GUI Programming
COMM1035	Professional Communications II
GNEO	General Education Elective

*Courses may be taught in only the first or second half of the semester.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics (at or above general level) are required. Grade 12 English and mathematics at the advanced level are recommended.

Student Selection

Applicants may be ranked by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics or their equivalent), personal interview and/or mandatory testing to ensure that applicants selected are those with the highest likelihood of success in this program. Preference will be given to candidates with Grade 12 advanced level English and mathematics.

Background

To succeed in the program, applicants must have solid ability in English and mathematics, as well as a strong aptitude for problem solving. Additionally, students must be able to communicate orally and in writing and be able to work effectively with others. Familiarity with computers and computer programming is an asset.

Your Future Study Options

Graduates may transfer directly to the third year of the Computer Programmer/ Analyst program (T127). See page 178.

For more information, call the Information Technology Department at (416) 415-4598.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Computer Programmer/Analyst

Program code: T127 **Starting**: September
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)

Fees: Total annual fees last year for this program were $2,169.60. Fees may increase for programs starting in 2000. See page 307 for International Student Fees.

Our Program

The first four semesters of this program are common to the Computer Programmer program. You will learn the full range of skills required to write programs for networks based on the two most widespread technologies used by business today: client/server and Internet/Intranet. The most popular programming languages and development tools are covered, including C++, Java, SQL, PowerBuilder, and Visual Basic. Training will take place using industry-standard Pentium computers running Microsoft Windows 32-bit operating systems. You will also become familiar with Microsoft, Novell and Internet protocols for networks, as well as servers incorporating the latest technology from NetWare, Windows NT, and Unix.

In the third year, your training will be extended to cover the design and development of complex business systems, using the latest design and development tools. You will also have the opportunity for in-depth study of database management and administration, as well as the use of Internet/Intranet tools for business systems. A hands-on systems development project will allow you to apply the skills you have learned, from initial analysis and design, to specifying, constructing, and implementing a complex business application.

Part-time Study Options

George Brown College also offers evening and weekend courses in computer programming. Call (416) 415-2000 for a Continuing Education Course Guide.

Semester 1

COMP1076	Computer Architecture Fundamentals
COMP1065	Introduction to Computer Programming
COMP1078	Introductory Database Applications
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1025	Mathematics for Technology I
GNED1003	General Education Foundation

Semester 2

COMP1030	Information Systems
COMP1079	Desktop Database Programming
COMP2068	Networking Technology for Developers
COMP2015	Object-Oriented Programming
MATH1012	Mathematics for Information Technology
GNED	General Education Elective

Semester 3

COMP2069	SQL (Structure Query Language)*
COMP2070	Data Modeling and Analysis*
COMP2042	Client/Server Application Development Fundamentals I
COMP2067	Applications Development Using Visual Basic
COMP2080	Data Structures Using C++
COMM1034	Professional Communications I
GNED	General Education Elective

Semester 4

COMP2078	Design of Object-Oriented GUI Applications*
COMP2079	Project Management and Implementation*
COMP2077	Operating Systems for Client/Server Environments*
COMP2076	Advanced Client/Server Application Development I
COMP2075	Database Applications using Visual Basic
COMP2085	GUI Programming
COMM1035	Professional Communications II
GNED	General Education Elective

Your Career

Graduates find opportunities to work with systems based on client/server and Internet/Intranet technology in businesses of all sizes and types, including those that specialize in systems development work for corporate clients. As a programmer/analyst, you will take part in project teams responsible for the development of new applications and the maintenance and support of existing applications. Your additional training in advanced tools for systems analysis and design will enable you to move quickly into positions where you will participate in the analysis and design of complex systems for business-wide use.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics (at or above general level) are required. Grade 12 English and mathematics at the advanced level are recommended.

Student Selection

Applicants may be ranked by previous academic achievement (i.e., grades in the prerequisite courses in English and mathematics or their equivalent), personal interview and/or mandatory testing to ensure that applicants selected are those with the highest likelihood of success in this program. Preference will be given to candidates with Grade 12 advanced level English and mathematics.

Depending on their prior training and experience, applicants may qualify for admission directly into the third year of this program. Contact the department for further information.

Background

To succeed in the program, applicants must have solid ability in mathematics and English, as well as a strong aptitude for problem solving. Additionally, students must be able to communicate orally and in writing and be able to work effectively with others. Familiarity with computers and computer programming is an asset.

Semester 5

COMP3035	Systems Analysis Using CASE
COMP3036	Rapid Application Design Using CASE
COMP3034	Client/Server Application Development Fundamentals II
COMP2061	Internet Application Development
COMM1082	Interview Skills Development

Semester 6

COMP3038	Systems Implementation Project
COMP3037	Advanced Client/Server Application Development II
COMP3039	Advanced Internet/Intranet Application Development
COMP3041	Database Administration and Support
COMM1083	Presentation Skills Development

*Courses may be taught in only the first or second half of the semester.

For more information, call the Information Technology Department at (416) 415-4598.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Computer Systems Technician – Information Systems Support Specialist

NEW

Program code: T128
Casa Loma Campus
2 years (4 semesters)

Starting: September
Certification: Diploma

Fees: Total annual fees for this program last year were $2,194.60. See page 307 for International Student Fees. Fees may vary in 2000.

Our Program

You will learn all the skills necessary to support the business use of internal computer networks using popular client/server and Internet/Intranet technology. Training will cover the installation and configuration of software and hardware, as well as user support and network administration. You will gain programming skills in Access, Visual Basic and Java, plus training in multimedia applications. You will work with industry-standard Pentium computers running the latest Microsoft Windows applications and operating systems. Your experience will include Microsoft, Novell and Internet protocols for networks, as well as servers incorporating the latest technology from NetWare and Windows NT.

Part-time Study Options

George Brown College also offers evening and weekend courses in networking, programming, and multimedia. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates find many opportunities as user support specialists and network administrators in businesses of all sizes and types. Opportunities also exist in the growing number of companies that provide computer support services to other businesses, as well as in organizations that specialize in the sale and installation of computer systems and networks. Besides working in network installation and administration, you may also work directly with business users by offering training services and ongoing support to assist them in using computer applications effectively.

Graduates will be prepared to write several of the examinations leading to industry certification in Network Administration and Support.

Semester 1

COMP1076	Computer Architecture Fundamentals
COMP1065	Introduction to Computer Programming
COMP1078	Introductory Database Applications
COMP1082	Computer Skills and Applications
COMM1007	College English
MATH1025	Mathematics for Technology I
GNEO1003	General Education Foundation

Semester 2

COMP1030	Information Systems
COMP2066	Office Application Development
COMP1079	Desktop Database Programming
COMP1080	Internet Application Development Fundamentals
MATH1012	Mathematics for Information Technology
GNEO	General Education Elective

Semester 3

COMP2065	Desktop Operating Systems Installation and Support
COMP2062	Visual Basic Programming Fundamentals
COMP2063	Essential Networking Technologies
COMP2064	Network Administration and Support I
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 4

COMP2073	Multimedia Technology and Applications
COMP2071	Advanced Visual Basic Programming
COMP2074	Network Administration and Support II
COMP2072	Internet Services Installation and Support
COMM1035	Professional Communications II
GNEO	General Education Elective

Admission Requirements

Ontario Secondary School Diploma (with credits at or above the general level) or equivalent, or mature student status (see page 292). Grade 12 English and mathematics (at or above general level) are required. Grade 12 English and mathematics at the advanced level are recommended.

Student Selection

Applicants may be ranked by previous academic achievement (i.e. grades in the prerequisite courses in English and mathematics or their equivalent), personal interview and/or mandatory testing to ensure that applicants selected are those with the highest likelihood of success in this program. Preference will be given to candidates with Grade 12 advanced level English and mathematics.

Background

To succeed in the program, applicants must have solid ability in mathematics and English, as well as a strong aptitude for problem solving. Additionally, students must be able to communicate orally and in writing and be able to work effectively with others. Familiarity with computers and computer programming is an asset.

For more information, call the Information Technology Department at (416) 415-4598.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Centre for Advanced Microelectronics

The microchip is redefining the industrial world! Microchip technology or microelectronics is emerging as one of the key growth areas for the new millennium. Microelectronics is a foundational technology used in telecommunications, information technology, health care, the music world, and the automotive and aerospace industries – and its future depends on the availability of highly trained personnel.

At the Centre for Advanced Microelectronics, you will develop and apply advanced, specialized skills in manufacturing, process engineering, quality assurance, and industrial automation. The Centre is the premier facility for microelectronics training and education in Canada. It was established through partnership with corporations and industry associations. The labs form a true industrial setting, supporting live production. You will work on equipment that is identical to that used by microelectronics corporations.

Guarantee your future! Prepare for your career in microelectronics by learning to become an operator, engineering technician, or engineering technologist through the Centre for Advanced Microelectronics.

The Centre for Advanced Microelectronics is one of five academic departments in the Faculty of Technology.

Corporate Partners

The following partners were key to the establishment of the Centre for Advanced Microelectronics and are committed to its development and growth:

Alpha Metals
Arbell Inc.
Cookson Electronics
Dalsa
Davis Controls
Dell Canada
Ensil International
Genesis Microchip
Gennum Corporation
Hidi, Rae & Associates
International Society for Measurement and Control
Invotronics Manufacturing
Omron Canada
Strategic Microelectronics Consortium
Surface Mount Technology Association
Universal Instruments Corporation
Visteon Automotive Systems

Microelectronics Manufacturing Techniques – Surface Mount NEW

Program Code: T137 **Starting**: September, January
Casa Loma Campus **Certification**: Certificate
1 year (2 semesters)
Apply to OCAS

Our Program

This one year program focuses on the skills needed to solve technical problems related to microelectronics manufacturing and assembly environments. Students learn to use specialized tools and equipment to manufacture, assemble, and rework surface mount printed circuit boards and components, and to perform basic technical measurements using appropriate tools. Students develop the skills required to work responsibly and effectively within a microelectronics environment in accordance with prescribed organizational practices and procedures.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown also offers part-time courses in surface mount manufacturing, assembly, and rework. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for employment in positions such as surface mount assemblers, test operators, and equipment technicians.

Admission Requirements

Ontario Secondary School Diploma (with credits at or above general level) or equivalent, or mature student status (see page 292).

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Credits from this program may be applied toward the in-school training requirements for an apprenticeship in Surface Mount Assembly.

Semester 1

COMP1082	Computer Skills and Applications
COMM1007	College English
ELNC1013	Fundamentals of Surface Mount Technology
MATH1025	Mathematics for Technology I
ELNC1012	Fundamentals of Electronics
ELNC1014	Component Handling and Manual Assembly
GNEO1003	General Education Foundation

Semester 2

ELNC1019	Stencil Printing Operations
ELNC1018	Placement Operations
ELNC1017	Operation of Surface Mount Soldering Equipment
ELNC1020	Rework Procedures for Surface Mount Boards
COMM1034	Professional Communications I
ELNC1016	Computer Environment/Operation Basics
MATH1047	Mathematics for Technology II
GNED	General Education Elective

For more information, call The Centre for Advanced Microelectronics at (416)415-4834.

Manufacturing Engineering Technology – Surface Mount NEW

Program Code: T135 **Starting**: September, January
Casa Loma Campus **Certification**: Diploma
3 years (6 semesters)
Apply to OCAS

Our Program

The Manufacturing Engineering Technology – Surface Mount program addresses the dynamic growth in the advanced electronics manufacturing industry by producing graduates who demonstrate comprehensive knowledge and "hands-on" skills in the planning, design, analysis, and maintenance of advanced manufacturing processes and facilities related to surface mount technology. Students work individually and as members of production teams to collect and analyze production and cost data, troubleshoot and repair equipment, plan production, program computer-controlled equipment and processes, manage projects, and document and present data. The program includes project-based learning and team work to model the advanced manufacturing environment. In addition to advanced technical skills, the program emphasizes the "soft" skills such as conflict resolution, critical thinking, and leadership that are vitally important to employers in the advanced manufacturing industry.

This program is unique in Metro Toronto.

Part-Time Study Options

George Brown College also offers part-time courses in microelectronics technology. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career

Graduates are prepared for employment as project managers, equipment technologists, production planners and managers, quality control specialists, and facilities designers in electronics manufacturing and related industries.

Continued on page 186.

Curriculum under development

Semester 1

ELCL1031	Electronics Fundamentals I
PSY1009	Physics I
MATH1025	Mathematics for Technology I
ELCL1032	Components and Printed Circuit Boards
COMP1082	Computer Skills and Applications
COMM1007	College English
GNEO	General Education Foundations: Challenge and Change

Semester 2

ELCL1033	Electronic Fundamentals II
PSY1010	Physics II
MATH1047	Mathematics for Technology II
ELNC1015	Process Equipment Operations I
CAO1009	Computer-Aided Drafting and Design
COMM1034	Professional Communications I
GNEO	General Education Elective

Semester 3

ELNC2067	Fundamentals of Process Equipment Systems
ELCL2013	Component Placement
COMP2006	Introduction to Programming
CHEM2002	Chemistry I
MATH	Mathematics for Technology III
COMM1035	Professional Communications II
GNEO	General Education Elective

Semester 4

ELNC2068	Process Equipment Operations II – Interconnect Technologies
CHEM2003	Chemistry II
MATH	Mathematics for Technology IV
CAOE2020	Computer Aided Design for Printed Circuit Boards
ELCL2014	Manufacturing Techniques
GNEO	Teambuilding and Conflict Resolution

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Manufacturing Engineering Technology – Surface Mount cont

Admission Requirements
Ontario Secondary School diploma (with advanced level grade 12 math and science, recommended) or equivalent, or mature student status (see page 292).

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Graduates may be eligible for advanced standing in the engineering program at Lakehead University.

Graduates may also continue their studies toward a degree at George Brown College via Distance Education.

Semester 5
ELCL3056	Statistics for Microelectronics I
ELCL3057	Rework Procedures
ELCL3058	Facilities Layout and Flow
ELCL3059	Machine Elements
ELCL3060	Manufacturing Models and Production Control
ELCL3061	Technical Proposal

Semester 6
ELCL3062	Statistics for Experimental Design
ELCL3063	Statistical Process Control (SPC) and Test Methodologies
ELCL3064	Preventative Maintenance I
ELCL3065	Technical Report
ELCL3066	Microelectronics Project

For more information, call The Centre for Advanced Microelectronics at (416)415-4834.

Microelectronics Manufacturing Techniques – Semiconductor NEW

Program Code: TBA
Casa Loma Campus
1 year (2 semesters)
Apply to OCAS

Starting: September, January
Certification: Certificate

Our Program
This program is designed to address the microelectronics industry's growing need for trained entry-level workers. The curriculum takes students from a theoretical understanding of the process and materials required to manufacture a microelectronics product through to the application of that knowledge to the process of manufacturing itself. The program provides solid technical training while enabling the development of strong generic skills in areas including communications, critical thinking, and problem solving.

This program is unique in Metro Toronto.

Part-Time Study Options
George Brown College also offers part-time courses in microelectronics manufacturing. Call (416) 415-2000 for a Continuing Education Course Guide.

Your Career
Graduates of this program will be qualified for operator level positions in fabrication, quality assurance support, testing, and equipment maintenance in the wafer fabrication and semiconductor manufacturing industry.

Admission Requirements
Ontario Secondary School diploma (with credits at or above general level) or equivalent, or mature student status (see page 292).

Student Selection
In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options
Credits from this program may be applied toward the in-school training requirements for Apprenticeship in Microelectronics Manufacturing.

Semester 1
- Fundamentals of Microelectronics Technology
- Electronics for Microelectronics Manufacturing
- Computer Environment/Operations Basics
- Mathematics for Microelectronics Manufacturing
- Science for Microelectronics Manufacturing
- Photomask Operations
- General Education Elective

Semester 2
- Wafer Fabrication Operations
- Wafer Probe and Integrated Circuit Testing
- Integrated Circuit Packaging
- Machine Setup/Job Planning and Preparation
- Quality Assurance, Control Processes and ISO 9000
- Workplace Communications
- The Industrial Workplace: Values, Ethics and Practices

For more information, call The Centre for Advanced Microelectronics at (416)415-4834.

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Microelectronics Manufacturing Technology – Semiconductor NEW

Program Code: TBA
Casa Loma Campus
3 years
Apply to OCAS

Starting: September, January
Certification: Diploma

Our Program

This program focuses on the skills needed to analyze and solve routine and complex technical problems related to microelectronics design, manufacturing and process engineering. The curriculum provides a solid understanding of all major process groups within semiconductor manufacturing using CMOS and Bipolar technologies.

The first two semesters provide a framework by covering the basics of the process, process flow, and fundamental device characteristics. Semesters three to six expand on this foundation providing a solid understanding of all major process groups used with the two technologies. As well, chemical, physical, equipment, and facility aspects of the processes are examined.

Students develop hands-on skills by working with processes and equipment in a fully equipped manufacturing lab, and complete their training with a real world application thesis project in manufacturing process, equipment, facilities development, or R & D.

This program is unique in Metro Toronto.

Your Career

Graduates of this program will be qualified for positions in design support, fabrication process control, quality assurance and facilities management in the semiconductor manufacturing industry.

Curriculum under development

Semester 1

Introduction to Microelectronics I
Electronic Circuit and Oevices I
Chemistry I
Algebra I
Communications I
Computer Skills and Applications
General Education Elective

Semester 2

Introduction to Microelectronics II
Electronic Circuit and Oevices II
Algebra II
Communications II
Chemistry II
General Education Elective

Semester 3

Digital Systems I
Physics I
Calculus I
Electromechanical and Pneumatics Systems in Microelectronics
Vacuum and RF Systems in Microelectronics
General Education Elective

Semester 4

Physics II
Calculus II
Statistics
Photolithography and Layer Etch in Microelectronics
General Education Elective

Semester 5

Oeposition/Oiffusion/Implant for Microelectronics
Microelectronic Facilities I
Preventative Maintenance I
Manufacturing Models and Process Control
Interconnect Technologies for Electronics
Thesis Proposal

Semester 6

Testing Methodologies for Microelectronics
Microelectronic Facilities II
Preventative Maintenance II
Computer Applications for Microelectronics
Safety Systems in Microelectronic Facilities
Thesis Project

Admission Requirements

Ontario Secondary School diploma (with advanced level grade 12 Math and Science, recommended) or equivalent, or mature student status (see page 292).

Student Selection

In the event of oversubscription, applicants will be selected on the basis of academic achievement, including grades in prerequisite subjects (or equivalents).

Your Future Study Options

Graduates may be eligible for advanced standing in the engineering program at Lakehead University.

Graduates may also continue their studies toward a degree at George Brown College via Distance Education.

For more information, call The Centre for Advanced Microelectronics at (416)415-4834

For updated information:
- go to www.gbrownc.on.ca
- call (416) 415-2000
- or long distance 1-800-265-2002

Notes

Course Descriptions

Course descriptions are subject to change and not all courses appear in this listing. The following courses are listed in alpha-numeric order by course code. If a course that you are looking for is not shown, call the telephone number indicated on your program page for information.

Please note: Some courses are prerequisites, and failure to complete them may prevent you from continuing in your program. Please consult your department or program co-ordinator for further details.

ACCT1001 Introduction to Accounting I
This course introduces students to the basic accounting cycle for both service and merchandise business operations, organized as sole proprietorships or as corporations. Students will learn to prepare worksheets, financial statements, and payroll records. Prerequisite: Grade 12 or equivalent.

ACCT1011 Accounting for Decision Making
This course emphasizes an understanding of managerial accounting techniques in planning, organizing and controlling operations in a company. Analyzing financial reports, interpreting the results, describing the managerial decision processes and identifying the uses of accounting information as a decision-making tool are covered.

ACCT1012 Introduction to Accounting II
This course continues from ACCT1001 to introduce students to fundamental accounting concepts and principles. Emphasis is placed upon: the application of generally accepted accounting principles within the framework of the text topics examined; preparation and analysis of financial reports, and use of financial accounting information. Prerequisite: ACCT1001.

ACCT1014 Introductory Accounting
This course provides students with an understanding of the accounting process as applied to a service organization, the mechanics of the accounting cycle from the recording of the original entry through the preparation of financial statements, petty cash and the bank reconciliation statement.

ACCT1015 Accounting – Financial Management
The primary objective of the course is to provide the student with the productive skills and knowledge to understand the role of accounting information required to function in today's economy.

ACCT1029 Financial Management and Analysis I
This course introduces the student to financial statements. Emphasis will be on financial analysis using the balance sheet, the income statement and combined market rations Financial concepts in the areas of securities availability and valuation, investing, inflation, value of money and financial markets will be addressed.

ACCT1030 Financial Management and Analysis II
This course concentrates on short-term financing sources, underwriting, common stocks, RRSP regulations and strategies, and portfolio analysis. A major emphasis will be placed on the application of financial concepts to current events in the financial community.

ACCT1031 Accounting Information Systems I
This course continues to build upon the skills learned in COMP1082, by introducing additional worksheet, graphing, and database capabilities utilizing accounting applications software. Prerequisites: ACCT1001, COMP1082.

ACCT1036 Introduction to Accounting for Non-Accounting Students
This course introduces students to the basic accounting cycle for both service and merchandise business operations, organized as sole proprietorships or as corporations. Students will learn to prepare worksheets, financial statements, and payroll records.

ACCT1037 Accounting
Accounting is the language of business. This course prepares the student to make managerial decisions based on financial information. In this course, the student will learn the basics of accounting. Finally, students use basic financial information to prepare financial statements and reports.

ACCT2001 Financial Accounting I
This course will introduce students to financial accounting. The course will include coverage of accounting principles, reporting and statement preparation, accounting for assets and current liabilities/contingencies, concepts of revenue recognition and income determination, and the overall theoretical structure of accounting. Prerequisite: ACCT1012.

ACCT2004 Financial Accounting II
This course builds upon the skills learned in Financial Accounting I. The student is introduced to additional intermediate financial accounting concepts. The student will learn to apply these concepts through the completion of exercises and problems. Prerequisite: ACCT2001.

ACCT2007 Auditing I
This course introduces students to auditing. The course will include coverage of professional standards and ethics, legal responsibility and liability, planning audits, gathering evidence, evaluating internal controls, preparing working papers, and auditing the income statement and the balance sheet accounts. Prerequisite: ACCT2001.

ACCT2011 Management Accounting I
This course introduces the student to the basic concepts of cost accounting, including the following: an overall perspective of Managerial Accounting, basic cost terms and classifications, job order costing, process costing, cost behaviour, cost-volume-profit relationships, variable costing as a management tool, overhead costing for planning and control. Prerequisite: ACCT1012.

ACCT2012 Accounting Information Systems II
In the computer lab, the students will acquire an understanding of computerized accounting by creating a company file, inputting transactions and preparing financial statements using ACCPAC General Ledger and Accounts Receivable. Prerequisite: ACCT1031.

ACCT2013 Accounting Information Systems III
In the computer lab, the student will acquire an understanding of computerized accounting by creating a company file, inputting transactions and preparing reports using ACCPAC Accounts Payable and Canadian Payroll. Prerequisite: ACCT2012.

ACCT2014 Management Accounting II
This course introduces the student to the basic concepts of cost accounting, including the following: budgeting techniques, control through standard cost; flexible budgets and overhead analysis, decentralized operations; pricing of products and service; relevant costs for decision making and capital budgeting. Prerequisite: ACCT2011.

ACCT2015 Management Accounting
This course is for non-accountants who want an understanding of managerial accounting techniques used in planning, organizing and controlling operations within a company. Prerequisite: ACCT1004.

ACCT2017 Financial Management
While examining the accounting functions of the hospitality business, emphasis is on preparation and analysis of accounting and financial reports. The analysis provides the foundation of management decision making and future budgets and goals. Prerequisite: ACCT1037.

ACCT2028 Taxation I
This course introduces the students to the administration of the income tax act, liability for tax for individuals, calculation of income from business, property, employment and capital gains, calculation of non-refundable tax credits, deductions for RRSP and RPP plans. Prerequisite: ACCT2001.

ACCT2031 Managerial Accounting
This course introduces students to basic concepts in Management Accounting. There will be a strong emphasis on cost behaviour, cost volume and managerial decision marketing. Also covered will be budgeting with the marketing process addressed.

ACCT3003 Auditing II
This course teaches the student the purposes of, and techniques used, for various types of audits. Emphasis is on operational audits and devising control systems to ensure maximum efficiency and effectiveness in an organization. This includes assessing management's needs and the critical personnel issues and professional standards an internal auditor must deal with daily. Also emphasized is the use of computers in auditing various activities within the company and the ways the auditor communicates his findings to management. Prerequisite: ACCT2007.

ACCT3004 Finance II
Given examples and instructions, students will demonstrate in class assignments and on tests their understanding of capital budgeting and long-term financing. Prerequisite: ACCT3008.

ACCT3005 Advanced Accounting I
This course introduces the student to the basic concepts of inter-corporate accounting, including consolidations using the purchase method, reporting at acquisition and subsequent to acquisition, consolidation of non-wholly owned subsidiaries, reporting in later years, additional aspects of consolidations and pooling of interests. Prerequisite: ACCT2004.

ACCT3006 Advanced Accounting II
This course introduces the student to the basic concepts of segmented reporting, accounting for international activities and foreign currency translation, accounting for non-business organizations and fund accounting, and reviews the CICA Handbook requirements for the above. Prerequisite: ACCT3005.

ACCT3007 Financial Management for Marketing
Given examples, instructions, problems and cases, students will demonstrate in class, on assignments, and on tests, their ability to understand and apply the basic concepts of financial management and business ethics.

ACCT3008 Finance I
This course introduces the basics of financial management including financial analysis, forecasting, leverage, working capital management mergers and international finance. Prerequisite: ACCT2004.

ACCT3009 Taxation II
The course continues the principles, concepts, and application of the Canadian income tax system as set out in Federal income tax legislation. Topics include computation of taxable income and taxes payable for corporations, refundable taxes, special incentives for corporations, property roll-overs, tax shelters, and an introduction to tax planning. Prerequisite: ACCT 2028.

ACCT3012 Accounting Information Systems IV
This course focuses on the use of computer-based information systems in management and accounting. Topics surveyed include hardware and software of computer systems; file and database organization; the systems development process; systems security and controls; and management of information systems. Computer software is used to provide illustration and practice in database concepts.

ACCT4000 Financial Management for Sport and Event Marketing
This course introduces the student to financial statement analysis, planning and forecasting, leverage and break-even analysis, management of working capital, capital budgeting, financing sources, staffing and the management of liability and risk.

ACCT4001 Financial Management for Sport and Event Marketing
Continuation of HCCT4000 course.

This course introduces the student to financial statement analysis, planning and forecasting, leverage and break-even analysis, management of working capital, capital budgeting, financing sources, staffing and the management of liability and risk.

ACCT5005 Hospitality Accounting Procedures
Learn to follow simple, basic procedures used in the hospitality business to maintain accountability and control over revenues and assets, focusing on those controls that fall within the responsibility of a server or bartender.

ANAT1006 Anatomy and Physiology I
A fundamental background in anatomy and physiology are provided to the student. Throughout the course, emphasis will be on how structure determines function and how homeostasis is maintained.

ANAT1011 Anatomy and Physiology II
This course is designed to further enhance the student's knowledge of the structure and function of the human body. The relationship between anatomy (structure) and physiology (function) will be emphasized throughout, the concept of homeostasis is explored further, and integration of the cardiac, respiratory and urinary function is developed.

ANAT1014 Functional Anatomy and Physiology
Contact department for course description.

ANAT1017 Anatomy for Orthotics/ Prosthetics I
Students will study functional skeletal and muscular anatomy, especially as it relates to orthotic and prosthetic fit and function, the anatomy and function of all the major joints, blood vessels and nerves.

ANAT1018 Anatomy for Orthotics/ Prosthetics II
Continuation of ANAT1017.

ANAT1022 Human Biology
Introducing the student to human anatomy and physiology. This course emphasizes how the structure of the human body determines the function of each part.

ANAT1027 Anatomy and Physiology
While emphasis is on the anatomy and physiology of the eye, ear and central nervous system, students will investigate a variety of disabilities secondary to deaf-blindness.

ANAT1029 Oro-Facial Anatomy
Contact department for course description.

ANAT1030 Oro-Facial Anatomy
Contact department for course description.

ANAT1031 Oro-Facial Anatomy
Contact department for course description.

ANAT1032 Oro-Facial Anatomy
Contact department for course description.

ANAT1038 Head and Neck Anatomy I
With a detailed study of the musculo-skeletal system, salivary glands and the tongue, the laboratory section of this course will provide a practical approach to learning about the skull muscles of mastication and facial expression.

ANAT1039 Anatomy and Physiology I
This course is designed to provide the student with a fundamental understanding of the human body. It includes developmental, organizational and functional principles. Throughout the course, specific references emphasize relationships among structure, function and mechanisms that permit humans to survive in and interact with their environment both physical and social. This course helps students become scientifically literate when reading and assessing information regarding the human organism.

ANAT1045 Anatomy and Physiology I
This course will introduce the student to the basics of anatomy and physiology. The order of the topics has been designed so that the basics of cell and tissue structures will lead to the study of body systems. Structure and function will be related to homeostasis within the body. Clinical application will be introduced where appropriate.

ANAT1047 Anatomy and Physiology II
This course has been designed to build on the basic concepts of the Anatomy and Physiology I of Semester 1. The interrelationship among all body systems will be analyzed and their contribution to the maintenance of homeostasis identified. Where appropriate, the relationship between the study of Anatomy and Physiology and its importance to the practice of Practical Nursing will be identified.

ARCH1005 Architectural Technology I
The student will become familiar with the fundamentals of architectural drafting. This will include: line work, lettering and its use in architectural working drawings, the use and application of architectural scales, line work as used in architectural working drawings and the use of architectural conventions and symbols. The students will practice their skills by preparing architectural working drawings for a simple structure.

ARCH1006 Architectural Technology II
This course continues the development of skills required to establish an effective means of graphic documentation. Given a set of design sketches, the student will develop and prepare a complete set of working drawings for a residential project. Prerequisite: ARCH1005.

ARCH1007 Architectural Presentation I – Rendering
This course introduces the student to the principles and practices of presentation drawing including plans, elevations and perspective; shades and shadows using delineation techniques; and preliminary colour pencil and marker rendering.

ARCH2003 Theory of Structure II – Form/Space/Order
This course builds upon BLDG1027 and explores the structure of buildings in the architectural context. Form, space and order are studied from an engineering and mathematical point of view.

ARCH2004 Architectural Technology III
Participants will be exposed to basic architectural design principles by means of a mixed use commercial/residential design project employing the use of engineered wood products for floor and roof framing systems as well as solid and/or cavity wall systems. These concepts will be incorporated in a set of architectural and structuring working drawings.

ARCH2005 Architectural Technology IV
Introducing the student to Part 3 of the Ontario Building Code with practical applications, this course builds upon the technical skills acquired in the first three semesters. The student will be exposed to more advanced architectural and structural techniques by means of a multi-storey apartment building employing reinforced concrete as the major structural element. The course will be closely tied with the Ontario Building Code II (BLDG2012) course and the Materials and Methods II (BLDG 1002) course.

ARCH3003 Site Development/ Urban Planning
This course deals with the documentation required at the initial stages of a project. These documents focus on zoning by-laws and subdivision plans including engineering drawings. The student learns the steps necessary to initiate a new building project within an urban plan.

ARCH3006 Architectural Presentations II – Colour
Focusing on further developing one and two points perspective using multiple methods, students will also explore rendering and graphic presentation techniques, principles of casting shades and shadows, adding landscaping to prepare architectural presentation drawings, rendering computer generated drawings, basic facts and colour theory. Students will apply those skills to presentation drawings.

ARCH3007 Architectural Technology V
Students will be exposed to architectural design concepts for a large complex building. A structural steel framed industrial building with office space will be used as the design tool to implement the necessary theories.

ARCH3008 Architectural Technology VI
The students, working in groups, will be given a specific building and site to prepare a set of existing measured drawings of this building. These drawings will then be used to prepare a design for retrofitting the same. The group will then put together a set of presentation drawings to help explain their design solution to the client. Finally the group will prepare, using computer aided drawing techniques, a full set of working drawings complementing their design solution.

ART1002 Colour Theory I
This course is an introduction to the study of colour, based on the scientific principles of light and colour. Concepts and theories are explored. Emphasis is given to aspects of colour in visual communications, including its physical, optical and psychological properties. This course is concerned with the intermediate fundamentals of colour, and exploring perceptions and concepts of visual creativity, with exposure to a variety of ideas and approaches.

ART1007 Fundamentals of Drawing I
An introduction to the use of structure, form and tonality as applied to the human figure, both in realistic and interpretive modes. Through a series of exercises, it teaches the student how to see and draw.

ART1009 Illustration Fundamentals I
This foundation course introduces the students to new ways of seeing and drawing. Exercises in various media include still life, line, proportion, shading, texture and perspective.

ART1010 Fundamentals of Drawing II
This course continues to stress drawing of the human figure, and building the foundation of skills acquired in Semester I.

ART1012 Illustration Fundamentals II
This course provides the student with a deeper exploration of illustrative skills and styles with a focus on individual creativity and visual problem solving through the skills gained in Illustration I, and the introduction of new techniques and projects.

ART1019 Foundation Drawing I
This course is an introduction to the use of structure, form and tonality using both realistic and interpretive modes and to provide the students with the foundation of drawing. Through a series of exercises, students are introduced to the following fundamentals: classical drawing principles, including line, illustrative, life drawing, costume drawing, outdoor sketching, still life, commercial rendering, perspective, shading and contour. Different and traditional media, drawing styles, techniques and material are explored. The drawing of objects relating to various arts and design disciplines, including both natural and man-made are utilized. Drawing and design processes are reintorced by generating thumbnail layouts, roughs, comps and rendering drawings for presentation.

ART1020 Foundation Design
This course is an introduction to design, incorporating procedures, principles and elements of design, conceptual thought processes and relevant projects. This design course is concerned with the basic fundamentals of design and exploration ot visuals wifh exposure to a variety of ideas, techniques and mediums.

ART1021 Foundation Colour
This course is a basic introduction to the study of colour, based on the scientific principles of light and colour. Concepts and theories are explored. Emphasis is given to aspects of colour in visual communications, including its physical, optical and psychological properties. This course is concerned with the fundamentals of colour and exploring perceptions and concepts of visual creativity, with exposure to a variety of ideas and approaches.

ART1022 Studio-Elective I
This course Is an introduction to visual arts theory, training in studio skills and exposure to a variety of arts and discipline. One option in each semester will be offered, such as: Print Media, Sign Design, Screen Printing, Furniture Design and Jewellery.

ART1023 Lecture Series I
This lecture series is presented by professional special interest speakers from various disciplines in the Visual Arts tield, such as: film, dance, music, theater, typography, design and art. It explores the aesthetic sensibilities and understanding of the many different opportunities in Visual Art. Projects challenge students to solve problems and explore perceptions, ideas and concepts of creativity, with exposure to a variety of multiple ideas and approaches. Students research, write and investigate the creative process and professional presentation techniques.

ART1024 Foundation Drawing II
See ART1019.

ART1025 Foundation Materials
This course is the examination and implementation of the creative problem-solving process as it relates to 2 and 3 dimensional design and materials. Exploration and exposure to a wide variety of materials and finishes, such as: wood, weave, sand, knif, knot, braid, textures, metals, fabrics, paper, plastics, bronze, brass & copper. Students solve complex abstract visual problems and concepts.

ART1026 Studio Elective II
Contact department for course description.

ART2001 Illustration I
This course begins the quest for new discoveries related to the study ot the elements, methods and media involved in a strong commercial approach fo drawing. Students are encouraged to develop a system of analysis by which to compare their work to the work of successtul professional artists, illustrators and designers.

ART2002 Illustration II
This course is a continuation ot the study ot the elements, methods and media involved in a strong commercial approach to drawing. Through a logical, method-oriented system, fhe student will develop drawing and rendering skills. The development ot an individual style is encouraged.

ART2003 Colour Theory II
This course is the advanced sfudy of colour, based on the scientific principles of light and colour. Concepts and theories are explored. Emphasis is given to aspects of colour in visual communications, including its physical, optical and psychological properties. This course is concerned with exploring perceptions and concepts ot visual creativity, with exposure to a variety of ideas and approaches.

BIND1001 Binding and Finishing – Practices I
Programmable guillotine cutters and basic cutting, the 17.5" and 20" x 26" Baum tolders and basic tolding, operation ot the Bostitch hand stitcher, operation of paper drill and round cornering, and basic hand binding, toil stamping and handling materials.

BIND2001 Binding and Finishing – Practices II
Cutting, folding and the operation of the Mueller Gathering machine and the Mueller Automatic Stitcher/Trimmer, Cerlox and thesis binding, adhesive binding on the Mueller Pony Roto-Binder and job planning.

BIND2005 Press and Bindery Studies
Contact department tor course description.

BIDL1004 Microbiology and Infection Control
This course covers the foundations ot microbiology and current practices of infection control

BIOL1008 Biology: General Anatomy & Physiology i
Contact department for course description

BIOL1011 Biology: General Anatomy & Physiology II
Confact department for course description.

BIDL1023 Human Biology I
To provide the student with a foundation in both basic microbiology and human anatomy and physiology, an introduction to microbiology is presented, specifically concentrating on bacteria, viruses and fungi.

BIOL1024 Anatomy and Physiology
This course completes the student's foundation for understanding human anatomy and physiology

BIOL1027 Microbiology for the Dental Assistant
Students are provided with a basic understanding ot microbiology as it relates to dental assisting.

BIOL1028 Human Biology II
Completing the student's foundation tor understanding human anatomy and physiology, this course provides the knowledge necessary tor understanding concurrent courses in pharmacology, nutrition and pathology. Body defenses are examined with particular emphasis on inflammation and immunity.

BLDG1002 Architectural Materials & Methods II
The student will examine reinforced concrete as a major structural element with an emphasis on member sizing and detailing. Forming and placing will also be addressed

BLOG1009 Renovation Methods & Materials I – Practical
This course provides the learner with practical instruction in residential renovation construction practices. Topics will be presented from a new construction and renovation perspective. Topics include framing methods for floors, walls, ceilings and roofs, interior and exterior finishes, as well as installation, repair, and retrofitting of skylights, windows and doors.

BLOG1010 Renovation Methods & Materials I – Theory
Emphasizing the concept of a house as a system, this course provides the learner with practical instruction in new residential and renovation construction practices. Topics will be presented from a new construction and renovation perspective, and will cover all areas from the tooting to fhe root of a residential structure including minimum requirements as set out in Parts 9 and 11 of the Ontario Building Code.

BLOG1013 Building Code I
While students learn how to apply helptul tables, appendices and supplements referenced throughout the building code, they will be introduced to the building code and its rules and regulations. Scope and definitions, general requirements, as well as use and occupancy are discussed. The housing and small buildings section of the code is emphasized.

BLOG1015 Woodworking
The student learns the basic skills required tor using hand tools and power tools sately.

BLOG1020 Safety, Materials & Tools
Through shop projects, which build hand-eye coordination and dexterity, the learner maximizes the use of tools and equipment typically used by a renovation carpenter. Special focus is given to: the satety setup, maintenance and use of tools and equipment, materials used in construction and their applications, finish carpentry and millwork applications, and first aid certification.

BLDG1021 Building Layout (Field Surveying & Lab)
The learner will be asked to work with groups in the field demonstrating differential leveling and site layout techniques. Topics also include fundamentals of building layout, differential leveling, setbacks, practical use and care of surveying equipment, types of surveys, horizontal and slope measurement, angular measurement and basic principles of residential construction surveys.

BLDG1022 Building Industry Practices
As students are being trained for a wide range of occupations that demand multiple skills and knowledge, they will become tamiliar with building terminology, codes and standards, architectural design, construction documents, project development and the employment opportunities in the building industry. This course is designed to introduce the students fo building industry practices

BLDG1023 Architectural Materials & Methods I
This course deals with the raw materials required, physical properties, and typical architectural applications for the tollowing material groups· wood, concrete, masonry and steel.

BLDG1024 Architectural Plan Interpretation
This course introduces the student to the interpretation of architectural working drawings, terminology and construction documents. Structural, electrical and mechanical symbols, and notations will be addressed, but reading and interpretation of working drawings will be emphasized

BLDG1025 Site Development – Field Practice
The purpose of this course is to provide the student with a knowledge of the types ot information which may be obtained by survey together with a sense of the problems involved in gathering such information, as well as fhe presentation and interpretation of such information

BLDG1027 Theory of Structures I – Forces
This course introduces forces and basic principles of mechanics, equilibrium, shear force and bending moment Applications of mechanics as applied to structural design ot buildings will be discussed including properties of linear, planar composite structural systems.

BLDG1028 Site Development – Plotting
Focuses on basic plot/site plan issues including location, grades, contours, elevations and setbacks, etc.

BLDG1029 Building Construction I
In discussing toundation systems, de-watering, deep foundations, shoring systems, piles, caissons, underpinning and backfilling, this course will expose the student to construction methods and materials employed below grade and to the sub-structure portion ot all types ot buildings. Soil classifications, characteristics and behaviours under different conditions will also be studied in detail.

BLDG2002 Renovation Methods and Materials II – Theory

Examining the theory behind new commercial and commercial renovation construction application will lead the learner to a thorough understanding of code requirements and their application to commercial construction. The course emphasizes materials and methods used in commercial construction including: sound control methods, properties, methods and placing ot concrete including concrete lab session, stair building theory, materials and tireproofing, commercial construction applications and materials.

BLDG2003 Renovation Methods and Materials II – Practical

As students learn about materials and methods used in commercial construction and renovation, topics will include installation and renovation ot suspended ceilings, concrete forming, stair building and restoration (both wood and poured concrete), metal stud wall systems, unequal slope roofs, demountable partitions and computer tlooring.

BLDG2005 Construction Business Management & Marketing

Through development ot a business plan which stresses the importance tor successtul financing and organization of a renovation business, this course will provide the learner with the necessary business skills to set up and operate a successtul renovating firm. The learner will also be able to recognize and address critical aspects ot developing and marketing a successful business strategy.

BLDG200B Renovation Methods and Materials III – Practical

In order to provide the learner with a practical understanding of the various sub-trades involved in the renovation field, the learner will practice advanced lay out and finish carpentry techniques, and will address the role ot the renovation contractor who must be able to coordinate and evaluate the work of sub-trades on site and perform some of the simpler tasks within the sub-trades. Topics include basic electrical, plumbing, masonry, stair building and custom millwork applications.

BLDG2009 Renovation Methods and Materials III – Theory

Timing and co-ordination, along with related standards and theory are taught to facilitate the smooth running ot the renovation process. This course provides the learner with a theoretical understanding of the various sub-trades involved in the renovation field. Applicable codes to the sub-trades (electrical, plumbing, masonry) are studied with their relationship to typical renovations

BLDG2010 Construction/Renovation Project Management

Introducing the learner to the concepts and practices of project management as they apply to construction, the course deals with the management ot people with respect to interaction between prospective customers, architects, sub-contractors and designers. The value of hiring and managing the right employees in a constructive and positive manner to build and maintain a successful crew and business will be emphasized.

BLDG2012 Building Code II

This course reinforces the building code and its rules and regulations. Application of the code to institutional, commercial, and industrial (ICI) buildings is emphasized Students will learn to apply fire regulations, separations, access and exiting sections of the building code to their core project. Standards and reterenced documents will also be studied

BLDG2014 Quantity Surveying and Estimating I

Providing the learner with the basic skills needed to estimate cost and quantities, this course includes the interpretation of plans with regard to the application of calculating material and labour quantities and pricing using both stick and quantity survey methods.

BLDG2015 Site Development – Total Stationary Survey

This course is an extension of the previous course BLDG 1025, and is designed to provide the student with a knowledge ot the types ot information which may be obtained by electronic survey, together with a sense of the problems involved in gathering such information, as well as management presentation and interpretation of such information.

BLDG2016 Building Construction II

The student will be exposed to construction methods and materials employed above grade tor the structural frame ot buildings. Load bearing masonry, structural steel, wood trame and case in place and pre-stressed reinforced concrete structural building systems will be discussed. Applying the building code to structural methods will also be studied

BLDG2017 Mechanical Installations

The tocus ot this course is on mechanical systems (plumbing, heating, air conditioning, ventilation) The course provides the knowledge required to communicate with mechanical professionals including trades people.

BLDG201B Electrical Installations

This course introduces electrical installations for buildings It covers electrical systems such as power distribution, panels, circuitry, components and communication systems. It provides the knowledge required to communicate with electrical protessionals

BLDG2019 Quantity Surveying & Estimating II

While building upon the skills learned in Quantity Surveying I, compute estimating is continued using small buildings as examples. Measuring civil works is also emphasized. Measuring and take-off of CSI Architectural Divisions 06 through 16 is practiced tor renovation and new work.

BLDG2020 Building Construction III

Participants will study construction methods and materials employed in the cladding, roofing, and finishing of buildings. Exterior and interior tinishes, glass and glazing, roofing, interior partitions, walls, ceilings, floors and partition systems will be discussed. Application of the building code to building cladding, rooting, and finishes will also be studied.

BLDG2021 Planning and Scheduling

The learner will develop the skills necessary to plan and coordinale a project. This course utilizes computer software to assist in the managing and recording of construction projects. The course tocuses on the sequencing ot operations on a construction project in order to meet deadlines, order materials, specity and schedule sub trades, and set up contingency plans.

BLDG2022 Contracts and Specifications t

Introducing basic Canadian building law as related to construction agreements and documentation, this course provides the student with the basic knowledge and skills necessary to understand construction law, contracts, specifications and other documents used in the design and construction ot building projects

BLDG2027 Field Placement

Students find a work placement for one week and during this time the learner will be required to write a report on their experience. The learner should use this placement as an opportunity to network and seek possible future employment

BLDG3001 Building Science – Enclosure

This course introduces the concept of building enclosures (see walls, root systems) and looks at how materials function and contribute to the integrity of the building enclosure

BLDG3003 Construction Safety Practices

This course covers the principles ot construction safety and site management including prevention, regulations and documentation.

BLDG3004 Quantity Surveying and Estimating III

Contact department tor course description.

BLDG3005 Construction Methods and Equipment t

This course will expose the student to construction methods, materials and equipment employed in the earth-moving, excavating, compacting, lifting, loading and hauling operations on construction sites. Rock excavation, landscaping and paving will also be discussed, as well as application of rules and regulations for these operations.

BLDG3006 Construction Management I

Building upon the contracts and specitications, the student will learn management theories and techniques as practiced in the construction management protession. Through case studies of wide ranging situations to practice decision making in planning, organizing leading and controlling, technical skills as well as the human skills necessary to manage construction will be explored.

BLDG3007 Computer Applied Construction Practices – Bidding & Estimating

This course focuses on preliminary scheduling, estimating, bidding, cost projection and electronic presentation.

BLDG300B Contracts & Specifications II – Practice

Continuing trom Contracts and Specifications I, contract issues in Canadian building law are discussed as related to specific construction agreements and documentation. General conditions of different types ot construction agreements are discussed in detail. Specifications and other documents used in the design and construction ot building projects are also emphasized.

BLDG3009 Building Economics – Cost Planning

This course builds on quantity surveying knowledge and introduces building economics as applied to cost planning and control.

BLDG3010 Building Economics – Development

This course covers the fundamentals of outline specification and preliminary estimating in relation to teasibility studies, financing and life-cycle costing

BLDG3011 Construction Law – Case Studies

Students use the case study method to apply the skills learned in Contracts and Specifications, and they will learn the role of contracts and specifications as applied to construction projects. Case studies from previous course materials and texts are studied in greater detail with guest speakers also bringing case study material

BLDG3012 Project Administration

To apply the skills learned in Contracts and Specifications, this course uses the case study method. The student will learn the role of project administration as applied to construction projects. Applied project monitoring, inspection and certitication are emphasized. Guest speakers also bring case study material

BLDG3013 Building Science and Detailing

A companion course to Architectural Technology VI, this course looks at the composition ot building enclosures.

BLDG3017 Quantity Surveying and Estimating IV

Contact department for course description.

BLDG3018 Construction Methods and Equipment II

Contact department tor course description.

BLDG3019 Construction Methods and Management II
Contact department for course description.

BLDG3020 Computer Applied Construction Practices – Scheduling & Project Management
Contact department for course description.

BUS1008 Business Lab I
This course is designed to provide practical experience in the day-to-day operations of a fashion business.
Prerequisite: FASH2003, FASH1008

BUS1016 Production Scheduling
Introducing manufacturing scheduling and planning systems, this course includes forecasting, master production scheduling, material requirement planning, capacity management and production activity controls.

BUS1018 Machine Transcription
The student will acquire the skills needed to operate an electronic transcription unit. Proofreading and grammar skills, use of proofreaders' marks to indicate corrections and produce mailable documents by transcribing from prerecorded tape will be emphasized.

BUS1021 Medical Terminology I
This course allows the student to recognize and explain the meaning of medical terminology as it occurs in the medical environment, whether written or spoken. The course will demonstrate a knowledge of the formation of medical terms, and the shape, structure and function of the digestive, and urinary systems.

BUS1024 Introduction to Business
This course provides an introduction to the study of business in Canada, past and present, and identifies trends in the future of business in Canada and globally. Emphasis will be placed on identifying the internal functions of business

BUS1025 Small Business Plan and Dperation
Contact department for course description.

BUS1032 Professional Office Procedures
This course introduces students to traditional procedures that are relevant to working in an office environment. Topics covered will include time and task management, mail management, filing, reprographics, conferences and meeting planning and travel arrangements. The importance of human relations and teamwork is an integral part of the course.

BUS1033 Customer Service and Software
This course introduces students to the customer-focused organization. Topics covered will include evaluating the needs of customers and suppliers, delivering quality, active listening in person and on the telephone and customer service over the Internet. Students will receive basic training in customer service software.

BUS2005 Business Lab II
This is a continuation and extension of BUS 1008 with further exposure to more advanced principles intended to fine tune the understanding of the merchandise field
Prerequisite: BUS1008

BUS2009 Medical Terminology II
This course concentrates on a knowledge of the formation of medical terms, and the shape, structure and function of the areas of the reproductive, nervous, cardiovascular, respiratory, blood, lymphatic and immune systems.

BUS2010 Medical Terminology III
This course concentrates on a knowledge of the formation of medical terms, and the shape, structure and function of the areas of the musculoskeletal system, sense organs, endocrine, oncology and pharmacology.

BUS2011 Medical Terminology
Students learn the formation of medical terms.

BUS3001 Strategic Management
This course is designed to develop the student's knowledge of business and the elements that are required to develop plans and make decisions. Prerequisite: Business Accounting Diploma (2 year).

BUS 3002 Faculty Directed Research I
Marketing research is the systematic and objective planning, gathering, recording and analysing of information to enhance the decision marketing process of marketing managers. Students will focus on applied research – problem specific research focused on helping managers resolve specific problems.

BUS3003 Faculty Directed Research II
The purpose of this course is to ensure that the student: continues to apply his/her knowledge/skills acquired in the marketing program in previous semesters, and develops the self-discipline (interpersonal skills) required to successfully complete work individually and as part of a team without close supervision.

BUS3005 Problems Solving in Professional Relations
This course covers the principles and practices of managing a dental clinic.

BUS3009 Licensing and Merchandising
Students will examine merchandising issues, consumer behaviour, product mix, depth and season, merchandise presentation, customer service strategies and tactics, corporate advertising and promotion, licensing opportunities and negotiation of licensing agreements

CADE1002 Computer Aided Drafting II
Using the current release of AutoCad, this course introduces the learner to an intermediate level of Computer Aided Drafting. With a combination of lectures, computer lab and interactive demonstrations, major emphasis will be features and procedures to apply more complex AutoCad commands, and will then branch off to specific program applications.

CADE1004 Computer Engineering Applications
This course bundles together Computer Aided Design Drafting and Computer Aided Manufacturing. The theoretical knowledge that the students bring into the course is combined with applied practice utilising a computer lab enabling the students to create drawings and Computer Numerical Control (CNC) programs. The course is centred around the following integrated areas: computer fundamentals, basic fundamentals of CNC manual programming, and AutoCad's most important and commonly used two-dimensional construction commands.

CADE1006 Computer Aided Drafting I
The purpose of this course is to provide the learner with a basic understanding of the features, limitations and considerations associated with the operation of a computer-aided design/drafting (CAD) system. The learner will gain hands-on experience using AutoCad – Release 14 for Windows 95 platform, using 2-dimensional construction commands. In addition, the learner will reinforce his or her experience with available peripherals.

CADE1009 Computer-Aided Drafting and Design
The purpose of this course is to provide students with a basic understanding of the features, limitations, and considerations associated with the operation of a computer-aided drafting (CAD) system. Students will gain hands-on experience using a current release of AutoCAD for Windows platform, using 2-dimensional construction commands. In addition, students will reinforce their experience with available peripherals

CAOE1010 CadKEY
Contact department for course description.

CAOE2001 Computer Aided Drafting III
Through a combination of lectures, computer lab, and interactive demonstrations, this course introduces the learner to 3D wireframe, solid modelling and 3D objects using the current release of AutoCad applied to architectural drawings. Major emphasis will be features and procedures to apply plotting of Elevations and 3D views in paper space mode to produce working drawings

CADE2003 Computer Aided Design I
Using a software package specifically developed for mechanical engineering, this course introduces computer aided design and drafting. The student combines valuable theoretical knowledge with hands on practice to become a competent operator of computer-aided design software The student also learns file management, creating and editing elements, group operations, detail functions, analyzing existing geometry, dimensioning and creating isometric drawings.

CADE2004 Computer Aided Design II
This course introduces the learner to the more advanced features of AutoCAD through a combination of lectures, computer lab and interactive demonstrations. Major emphasis will be placed on using AutoCAD to create single-line, two-dimensional and three-dimensional drawings.

CADE2012 Computer Aided Manufacturing I
Combining theoretical knowledge that the students bring into the course with applied practice utilizing a computer and machine labs to create manufactured components, the components are produced using a Computer Aided Manufacturing Graphic software package (MasterCAM) in conjunction with Computer Numerical Control Milling Machining Centers. The course is designed for learners who have no computer manufacturing graphic background and consequently the course is centred around the following integrated areas: review parts of the computer disk operating system which are used to maintain files on hard and removable drives, selection and manipulation of tool libraries for milling cutters, speeds and feeds, graphic assembling and arranging of components using important and commonly used 2 dimensional commands, and set-up and operation of computer numerical control milling machining centres

CADE2013 Computer Aided Manufacturing II
The subjects covered during the course are as follows: review of Computer Assisted Tool Programming (APT); advanced structure (loops, etc); computer assisted manufacturing techniques; computer commands and terminal operation; program documentation; advanced geometry definitions; complex index and macro definitions; multiple branching technique; looping logic; surfaces and matrices.

CADE2020 Computer Aided Design for Printed Circuit Boards
This course will cover the design of the printed circuit board through to the simulation of the build. The concepts and practice of Design for Manufacture (DFM) will be covered. Computer Integrated Manufacturing (CIM) and new technology introductions are presented as well.

CADE3001 Computer Aided Drafting IV
Using current releases of AutoCad and Auto-Architect, this course introduces the learner to layout and space planning of residential buildings, through a combination of lectures, computer lab, and interactive demonstrations. Major emphasis will be features and procedures in the design of a 3D generated 2-storey residence, complete with presentation and working drawings.

CADE3002 Computer Aided Drafting V
Through a combination of lectures, computer lab and interactive demonstrations, this course introduces the learner to design, layout and space planning of larger industrial buildings, using current releases of AutoCad, and Auto-Architect The student will complete a drawing ot a small 2-storey residence. Major emphasis will be features and procedures to design a light industrial structure with attached office space, complete with presentation and working drawings.

CADE3003 Computer Aided Drafting VI
This course introduces the learner to design, layout and space planning ot larger multi-storey buildings, using current releases of AutoCad, Auto-Architect and 3D Studio. Major emphasis will be features and procedures to design/renovate a 3-storey institutional structure, complete with presentation, working drawings and rendered animation. Linking Auto-Architect to 3D Studio, shading, rendering, animation, and a walk through ot the completed structure will be presented.

CADE3010 CAD: 3D Design
Contact department for course description

CAM1005 Prepress I
A basic course in black and white photography covering the operation/calibration of process cameras as well as darkroom equipment tor line and halftone negatives, plus studies in line and halftone stripping, job planning, the preparation ot negatives and layout sheets tor film imposition bookwork.

CAM1006 Colour Separation – Scanner II
This advanced study in colour separation includes selective colour correction and related special effects, digitization and colour picture make-up and converting images. This will be divided between rotary and flatbed scanners using software like Photoshop.

CAM1008 Electronic Image Assembly – Colour
The student will continue studies ot the computer and will have a basic knowledge and understanding ot the use of the "Mac" computer with the ability to do work in QuarkXPress employing this software as a typesetting and graphic tool. "Mac" basics will include system components, image quality, file organization, file creation/ storage/retrieval, and the use ot graphics software.

CAM2003 Principles of Colour
This course introduces colour theory as it applies to process colour printing, colour scanner principles and operation, proofing, evaluation of colour. Also included is the study of tone reproduction, using colour correction, detail enhancement, undercolour removal in both transmission and reflection copy. Dperation of filters, processor and densitometers related to process colour is also covered.

CARC1001 Overview: Career and Work Counselling
This course emphasizes experiential communication with a tocus on selt awareness and our own personal significance These skills provide the basis for further study in Group Dynamics and Counselling.

CARC1003 Work and Life: A Career Counselling Perspective
The student studies the various definitions of work, as determined by historical, sociological, economic and cultural factors, the workplace of the tuture and the impact on the role of the career and work counsellor.

CARC1005 Individual Career Counselling – Skills and Process I
Through the practice of counselling skills and process in experiential sessions, students learn to conduct initial interviews with clients, focusing on relationship building, needs identification, reaching agreement ot needs and developing counselling goals and a plan ot action.

CARC1009 Career Development Theory I
Learn the theoretical underpinnings ot the career development tield and apply theory to case studies and to individuals being interviewed.

CARC1013 Assessment In Career Counselling: Statistics and Tests
Learn to understand basic statistics in relation to vocational tests and the purpose, principles and correct practices of administering aptitude, interest and personality tests

CARC1015 Career Development Theory II
Theory II covers the cultural and organizational context ol careers, mid-career choice, mentoring, learning organizations and breaking career routines.

CARC1017 Individual Career Counselling: Skills and Process II
An opportunity is presented to the student to practice and learn the skills and processes used in dealing with client resistance or reluctance, decision making strategy, learning strategy to acquire new behaviours and self-management strategy.

CARC1019 Resources in the Field
Gain a working knowledge of career information resources, accessibility issues and client utilization strategies.

CARC1021 Career and Work Counselling with Diverse Populations
Through an experiential approach, students examine their own ethnic, cultural, racial and linguistic background, and learn current approaches and techniques that are sensitive to the cultural backgrounds, values, attitudes and life experiences ot their clients.

CARC1024 Practicum I
Students have the opportunity to integrate and retine their skills in a variety of applied counselling settings.

CARC2001 Group Career Counselling
This course tocuses on group development and group dynamics theory, emphasizing the application ot group process. Students learn communication skills and techniques which foster group development and integrate vocational counselling concepts and material into the group counselling process

CARC2003 Theory and Practice of Job Search
Job search strategies are reviewed in detail, including résumé preparation, interview preparation, networking and informational interviews.

CARC2005 Career and Work Equity Issues
Through this course, the student will learn about employment equity, pay equity and human rights codes, and the impact of legislation on organizations and individuals.

CARC2007 Managing Change and Transition
Gain increased awareness, knowledge and appreciation of the complexity of change and transition personally, within organizations, family and society in general.

CARC2012 Practicum II
See CARC1024

CARC2014 Special Topics
The student addresses relevant issues and learns creative counselling techniques, marketing and consultation skills, and other current topics in the field of career development.

CARC2016 Career & Work Counselling with Special Needs Clients
Learn to apply skills and activities to clients having special needs

CARC2022 Assessment in Career Counselling: Tests and Interpretations
This course enables students to examine a variety of commonly used standardized interest, aptitude and values tests and computer based assessment packages.

CARC2032 Assessment in Career Counselling: Inventories and Interpretation
This course enables students to examine a variety ot commonly used inventories in career and vocational assessment.

CARE1042 Role of the Personal Support Worker
In this course students are introduced to the role and scope of practice of workers providing support to clients and families in community setting and in long-term care facilities. The variety of settings, work relationships, level of supervision, the need to adapt to varying settings and time and stress management are covered. Legislation related to the worker, the work setting and client rights is discussed

CARE1043 Assisting a Person with Mobility
In studying methods to assist consumer/client which will be ot benefit to the consumer/client and sate for the worker, students examine how consistence in transferring and lifting techniques and the use ot equipment increases safety, and reduces consumer/client anxiety, confusion and dependency. This module also discusses promoting proper positioning in a bed or chair for the comtort and safety of the consumer/client.

CARE1046 Household Management and Meal Preparation
Students will learn to assist the client with his nutritional needs, household activities and household management according to client preterences, comtort and safety, and within employer guidelines as required.

CARE1052 Assisting a Person with Medications
Under the direction and monitoring of an appropriate person (health professional, care giver or family member), the student studies methods used to assist clients with medications according to the client's support plans.

CARE1054 Institutional Practicum
The purpose of this practicum is to develop the job competencies ot a Personal Support Worker in a long-term care facility, and opportunities will be provided for the student to practice skills learned in the classroom.

CARE1055 Community Practicum
The student practices skills learned in the classroom to develop the job competencies of a Personal Support Worker in a community setting.

CARE1078 Intervention Strategies for Client Groups
Personal Service Workers are involved with a variety of client groups. This course assists the student to understand the characteristics ot these groups, the behaviours and changes in behaviour which they may encounter. Practical approaches and techniques as well as sensitivity to the unique needs of the client are discussed. Students will have an opportunity to examine their personal teelings and reactions to some ot the issues these client groups face. This course is divided into four units: Unit 1, Assisting with Families; Unit 2, Assisting Persons with Mental Health Problems; Unit 3, Assisting Persons with Cognitive Impairment; and Unit 4, Assisting the Person Who is Dying.

CARE1079 Providing Optimal Support/ Personal Care
Optimal Support refers to the ability to provide appropriate support to assist clients to do what they wish without inhibiting them. Students learn to provide the support outlined in the support/care plan or service contract. Students are introduced to the purposes of planning care and their role in implementing the plan. Personal Care Skills make up a component of the Personal Service Worker role. This part of the course includes instruction and practice in the routine activities of living with which a client may need assistance. Throughout the course, sensitivity and respect for the client's dignity, privacy and safety while providing assistance are emphasized.

CARE1080 The Body, Changes and Conditions
This course introduces the student to basic anatomy and physiology of the human body. The focus then shifts to look at the changes which may occur due to normal aging and the on-going conditions which can result. Included in this course will be types of conditions which can cause physical disabilities. Concepts of prevention, maintenance, rehabilitation and restoration are discussed.

CARE1081 Safety and Abuse
This course deals with aspects of safety as they relate to both the consumer/client and the worker. One of the fundamental activities of the Personal Support Worker is assisting the consumer/client with routine activities of living. It is essential that the Personal Service Worker provide assistance in a manner which is effective, safe and provides for the consumer's/client's comfort. As part of this, the Personal Service Worker must be aware of potential risks posed by unsafe equipment or settings and the appropriate actions to take if unsafe situations are identified. Infection control methods will also be taught. This course also introduces the student to the concepts of family violence and abuse, including its possible signs, as well as appropriate actions to be taken (including legal requirements) if abuse is suspected. Personal beliefs and attitudes about family violence and abuse are discussed.

CHEM1001 Chemistry
As with Physics (PHY1007), this course introduces the student to basic knowledge of this subject. For students who have already studied chemistry, this course will bring together their current knowledge of chemistry and physics with reference to gemmology. In assisting in the interpretation of the results of many gemmological tests, a basic knowledge of these related subjects is extremely useful to the gemmologist, and it will enable a gemmologist to choose the type of examination to be performed.

CHEM2002 Chemistry I
This is an introductory course on chemistry that deals with specific concerns for microelectronics manufacturing. Topics include stoichiometry, thermodynamics, gases, liquids, solids, and kinetics.

CHEM2003 Chemistry II
This course is designed specifically for Surface Mount Technology students. The course covers types of bonds, chemical reactions and chemistry that arises in the process of making circuits using Surface Mount Technology

COMM1001 Communication Skills I
Emphasis is on listening and speaking skills and the application of these skills in the work environment, including interview skills and verbal instructions.

COMM1002 Communication Skills II
Emphasis is on reading and writing skills which include writing a resume, reading instructions and organizing ideas

COMM1003 College English Skills
This preparatory source focuses on written and oral communication. Students will have the opportunity of improving their sentence structure and paragraph development skills as well as reading, vocabulary and communication skills.

COMM1007 College English
College English is the required foundation course in communications and is a prerequisite to all additional or advanced courses in writing and speaking. The focus is on learning effective strategies to inform and persuade. You will study models for planning and organizing communications that will then be applied to various situations and audiences. You will learn how to use specific organizational modes needed for clear, logical and meaningful expression. In addition, you will be introduced to techniques for improving critical thinking, research, peer evaluation and self-editing skills

COMM1007 Cybercomp (College English)
Students learn how to plan and organize written communications and share ideas through "live" discussions with cyberclassmates. Clear, direct expression, fluent style and logical development of ideas are a major emphasis of this course.

COMM1030 Business Communications & Contracts
Contact department for course description.

COMM1034 Professional Communications I
This communications course applies the skills developed in COMM1007 and applies them to professional settings Students will learn the appropriate forms and rhetorical strategies for writing and speaking in the workplace.

COMM1035 Professional Communications II
This course builds on the skills acquired in Professional Communications I and applies advanced research skills to more complex professional documents and presentations The student will also develop career planning and job search strategies.

COMM1045 Office Communications Skills I
This course concentrates on all areas of grammar, punctuation and diction. Students will learn to identify and apply the principles of grammar, punctuation and diction, and to generate grammatically correct sentences.

COMM1047 Business Communications
This is a course common to all post-secondary programs at the college. The basic areas and generic skills upon which the student will build in later communication courses include developing study skills, research, critical thinking, language and relating. The objectives of this course are to assist the student to identify, acquire and assimilate information from various sources, to interact with individuals and groups in a civil, productive and co-operative manner, to think critically and to develop rational arguments

COMM1073 Language and Communication I
This course includes basic grammar, listening and reading exercises, writing instructions, applying for a job and business correspondence

COMM1081 Interpersonal Communication Skills
This course provides learning at a theoretical and experiential level which will result in the improvement of the students' understanding of themselves through developing their interpersonal skills. This enhances their ability to work effectively in a variety of groups.

COMM1082 Interview Skills Development
The Interview and Professional Presentations focuses on interviewing skills and other methods of information collection for professional purposes. Students will use these tools to gather data for a series of professional presentations using specific formats

COMM1083 Presentation Skills Development
Contact department for course description

COMM1085 Building Supportive Relationships
This course introduces students to the importance of communication and interpersonal skills essential to establishing and maintaining effective relationships with consumers/clients. The components of messages, the ways in which they are given, and factors affecting communications are discussed. Problem solving and conflict resolution skills will be presented. Students will also be introduced to the concept of all persons, their experiences, rights, interests and needs. Students will be given the opportunity to identify and examine their own beliefs, and will be encouraged to assume the consumer/client wishes to be involved, unless there are specific indications that they do not. The concepts introduced in this course are expressed throughout all courses which follow. The intent of this module is to introduce, rather than to provide extensive opportunity to apply concepts.

COMM1088 English for Court Reporting
Students learn how to correctly punctuate and paragraph the spoken word and to spell and proofread at a high degree of accuracy. Latin terminology is also taught in this course.

COMM1091 Language and Communications
Contact department for course descriptions.

COMM1092 Office Communications Skills II
College English is the required foundation course in English communications and is a prerequisite to all additional or advanced courses in writing and speaking. The focus is on learning effective strategies to inform and persuade.

COMM1094 Communications for RPN
This course explores areas of interpersonal communication relevant to practical nursing. Students are given the opportunity to practice communication strategies, set formal goals and evaluate personal progress.

COMM1095 Group Communication for RPN
This course examines principles of group dynamics and group communication. Students are given an opportunity to practice communication strategies relevant to groups, set personal goals to implement strategies both in clinical and classroom settings and to reflect and evaluate achievement of goals and effectiveness of strategies attempted.

COMM2002 Senior Research Project Towards "Self" Governance (Discuss topic with Coordinator)
This course applies advanced research skills to more complex professional documents and presentations. Students in the Native Studies program (R103) will build their portfolio of skills through completion of work related projects that are community driven and crucial to Aboriginal self-determination. Aboriginal students will develop career planning and job search strategies, which includes designing "Native Way" training that will bring awareness to people working in the mainstream of Aboriginal peoples presence in the work place, and unique differences: values, and spiritual and cultural beliefs.

COMM3006 Technical Thesis I
This two hour per week course begins a two semester thesis project for third year students, and provides students with the instruction, guidance and preparation needed to accomplish the thesis project. Course content includes thesis development, research techniques and documentation skills, proposal writing and presentation, and organization and format of a thesis.

COMM3007 Technical Thesis II
See COMM3006.

COMM3018 Reporting Technical Information
Contact department for course description.

COMM4002 Communications for Sport and Event Marketing
Marketing communication is the focus of this course. Topics include the writing, editing and proofreading of business communication. Students will produce various communication items in teams to promote themselves and the Sport and Event Marketing program.

COMM4004 Communications
The student will acquire the principles of formal business report writing, business letters, and résumé formats and the practice of effective communication.

COMM4005 Applied Interpersonal Skills
This course is designed to prepare the student to successfully build knowledge, skills, and attitudes to effectively deal with the professional selling challenges facing the sport and event marketer in today's complex sport and event industry. The course provides the student with training to learn and apply proven professional selling and relationship management techniques to negotiate and build mutually beneficial long-term partnerships in both intra-organizational and client-based environments.

COMM4006 Communications I
College English is a required course in communications and is a prerequisite for Communications II. The focus is on learning effective strategies for planning and organizing which will then be applied to a variety of audiences and situations.

COMM4007 Communications II
This course is a continuation of Communications I with an emphasis on clear, logical expression, with an introduction to techniques for improving critical thinking, research and peer evaluation.

COMM5020 College English
Contact department for course description.

COMM5045 Business Communications
The student will review basic language skills, including grammar and usage, and will focus on reading and writing skills.

COMP1007 Spreadsheet Applications
Contact department for course description.

COMP1010 Information Management
This course introduces students to database management. Students will learn to create, edit, save and view business-like databases, and create forms, queries and reports to better manage information. Students also learn to produce custom presentations.

COMP1018 Introduction to Desktop Publishing
This course deals with microcomputer terminology and concepts. DOS and Windows are discussed as operating systems, including directory and file operation, organization and commands. In addition, the objective of the module is to give the student competence with most aspects of an icon driven system. The course proceeds from rough ideas of various page layouts using the software's window icon utilities, and includes resizing of various elements of the design. Text is integrated and modified as required. Storing and recalling material and the various cautions are dealt with. It is intended to deal with the layout and typography of newsletters, brochures, and direct mail material, while providing competence with the systems.

CDMP1030 Information Systems
This course presents a survey of the organizational foundations of information systems, information systems technology, business applications, and management of information systems.

CDMP1040 Word Processing
This course is designed to instruct students in the form and preparation of memos, flyers, announcements, reports and tables from unarranged and rough-draft using Microsoft Word '97, and to develop and maintain keyboarding speed and accuracy.

CDMP1045 Medical Machine Transcription
This course will concentrate on the skills required to develop proficiency in medical transcription using Microsoft Word and prerecorded tapes to prepare formal, common medical correspondence and chart notes using a variety of acceptable styles.

COMP1051 Computers in Our Society
Contact department for course description.

COMP1053 Computer I
This course introduces graphic design students to the Macintosh, its operating system and software applications relevant to the needs of the graphic designer. Learning graphics software is stressed.

CDMP1055 Computer Studies
Contact department for course description.

CDMP1060 Computers II
This course continues to build on the skills developed in COMP1082, by adding and mastering Access, PowerPoint and Outlook software. Prerequisite: COMP1082.

CDMP1063 Computer Graphics I
This is an introductory course designed to familiarize the student with the Windows environment and to introduce the basic features of CorelDraw. The emphasis within CorelOraw will be those tools, commands and features that bear directly on designing signage.

COMP1064 Computer Graphics II
This is an introductory level course designed to familiarize the student with the Windows environment and to introduce the basic features of CorelDraw. The emphasis within CorelDraw will be those tools, commands and features that bear directly on designing signage. Also instruction in the use of computerized lettering machines: Gerber 4B and Sprint.

COMP1065 Introduction to Computer Programming
This is a course that introduces computer-programming fundamentals using the Java language. The focus is on the fundamental control structures of programming and fundamental data types. It also introduces object-oriented, GUI, and event driven programming for both stand-alone applications and Java applets.

COMP1073 Microcomputer Applications
This course is designed to instruct students on how to create a variety of different charts and graphs to enhance visual presentations using Microsoft Powerpoint. Students will receive hands-on Internet training. Software pertinent to the financial community will be introduced.

COMP1076 Computer Architecture Fundamentals
This course is an introduction to computer architecture. It presents the components, structure and function, and performance characteristics of modern desktop and server computer systems.

COMP1078 Introductory Database Applications
This course introduces students to database fundamentals using Microsoft Access.

COMP1079 Desktop Database Programming
Building on CDMP1078, students learn how to use Visual Basic for Applications (VBA) to develop simple single-user and small multi-user database applications with Microsoft Access.

COMP1080 Internet Application Development Fundamentals
This course introduces Internet programming by using JavaScript and HyperText Markup Language (HTML) for client-side scripting. It presents HTML editor, JavaScript, Java applets, and how they work together to create interactive applications.

COMP1082 Computer Skills and Applications
This course introduces students to basic computer applications and the Internet in a Windows-based environment. Students will navigate Windows '95, employ program and file management skills, use a Net browser and search engine to conduct effective Internet research, and perform basic word processing and spreadsheet operations.

CDMP1086 Introduction to Computer Programming
After a brief introduction to micro-computer terminology and concepts, this introductory level course examines the fundamental concepts and practice of computer programming. Emphasis is placed on the application of basic skills in computer technology. Through a hands-on approach, programming is introduced with emphasis on problem solving and structured program design.

COMP1087 Database Management
This course introduces students to database management. Students will learn to create, edit, save and review databases, macros and menu bars. Work with program modules and gain an introduction to basic programming language.

COMP1089 Business Document Production I
This course introduces students to the skills required to check facts, spell correctly and prepare complete and correct final copies of all types of documents used in a business office. Students will improve on previously acquired touch-keyboarding skills.

CDMP1090 Problem Solving Using Spreadsheets
This course continues to build on the skills learned in Computer Skills and Applications (COMP1082), by introducing additional worksheet, graphing and database capabilities of Excel Software. This thorough coverage also includes working with multiple worksheets and the use of Scenario Manager to perform complex what-if analysis.

CDMP1091 Business Document Production II
This course introduces students to the customer-focused organization. Topics covered will include evaluating the needs of customers and suppliers, delivering quality, active listening in person and on the telephone and customer service over the Internet. Students will receive basic training in customer service software.

CDMP2006 Introduction to Programming
Contact department for course description.

CDMP2015 Object-Oriented Programming
Building on COMP1065, this course concentrates on object-oriented programming techniques using both Java and C++. Emphasis is on object-oriented programming concepts and object-oriented program design.

CDMP2026 Computer II
This is a continuation of COMP 1053. Emphasis is on further development of software proficiency, as well as proper use of the Macintosh in a design environment. Students will be encouraged to use the acquired software skills in completing projects for other subject areas.

COMP2036 Medical Machine Transcription II
This course will continue the skills required to develop proticiency in medical transcription using Microsoft Word and prerecorded tapes to prepare various hospital-originated reports

COMP2042 Client/Server Application Development Fundamentals I
This course introduces the development of object-oriented client/server applications using Power Builder development tools to create business transaction processing applications using ODBC to access a database.

COMP2061 Internet Application Oevelopment
This course concentrates on the creation ot dynamic Web pages using a combination of Java and Javascript programming and HTML scripting. It also introduces advanced programming techniques including multithreading, networking, exception handling, advanced GUI components and multimedia techniques.

COMP2062 Visual Basic Programming Fundamentals
Learn how to write event-driven programs using the Visual Basic programming language. Create single-user applications that use variables, accept user input, use control structures tor decision-making, and incorporate multiple forms.

COMP2063 Essential Networking Technologies
This course is designed to provide technical level of understanding in the areas of networking connectivity, data communication concepts, and communication protocols and networking topologies. It identifies the seven layers of the OSI model and the key responsibilities and interrelationship of each layer.

COMP2064 Network Administration and Support I
This course is designed to prepare individuals tor the responsibilities of being a network administrator It provides the knowledge, concepts, and skills necessary to install, configure, customize and troubleshoot Windows NT in a single domain Microsoft Windows NT based network.

COMP2065 Desktop Operating System Installation and Support
Students will acquire the knowledge and skills needed to support Microsoft Windows 95 including setup, configuration, customization, network integration, administration, troubleshooting and messaging. Office 97 installation and support will also be introduced in this course.

COMP2066 Office Application Development
This course is an introduction to the developing automated personal information management and basic office applications in business using the Microsoft Office Suite with emphasis on Outlook.

COMP2067 Application Oevelopment Using Visual Basic
Building on COMP1078 and COMP1079, this course provides the student with a comprehensive introduction to computer application development using Visual Basic.

COMP2068 Networking Technology for Oevelopers
This course is an introduction to computer networking technology for computer programmers. It presents an overview of the uses, technologies, topologies, transmission media, and protocols used in local, metropolitan and wide area networks.

COMP2069 SQL (Structure Query Language)
Building on the concepts developed in COMP107B and COMP1079, in this 7-week course, the student will master the concepts and commands necessary to successtully create and interact with database tables using Structured Query Language's Oata Detinition Language and Data Manipulation Language.

COMP2070 Oata Modeling and Analysis
Building on COMP2069, this 7-week course is an introduction to using entity relationship diagramming techniques to model data requirements tor implementation in a relational database. It also covers the basics of data analysis including normalization and event analysis.

COMP2071 Advanced Visual Basic Programming
Learn how to develop programs using the Visual Basic programming language to access databases.

COMP2072 Internet Services Insiallation and Support
This course presents Transmission Control Protocol/Internet Protocol (TCP/IP), a set of common networking protocols, used by all types ot networks, and the installation and support ot Internet Information Server which includes WWW and FTP Internet services.

COMP2073 Multimedia Technology and Applicalions
This course introduces the use and contiguration of multimedia hardware and software to prepare students to support users of modern multimedia computer applications

COMP2074 Network Administralion and Support II
This course covers the responsibilities of a Novell InterNetWare-network administrator including the directory structure, security, utilities, printing, and network management.

COMP2075 Database Applications Using Visual Basic
Learn how to develop sophisticated applications that access databases using DAO objects and ActiveX technologies with on-line Help and error handling.

COMP2076 Advanced Client/Server Application Development I
This course is an advanced application development course using Power Builder to access an Oracle Oatabase Server to create a client/server business transaction processing system.

COMP2077 Operating Systems for Client/Server Environments
This course covers operating system concepts and the structure of modern operating systems used to support client/server and Internet/Intranet computer application environments with an emphasis on UNIX and Windows NT.

COMP2078 Design of Object-Oriented GUI Applications
Building on COMP2042 and COMP2067, this 7-week course covers the fundamentals of the design ot effective user-friendly applications in a graphical user interface environment with object-oriented application development tools

COMP2079 Project Management and Implementation
This 7-week course introduces the use ot project management software to plan and manage the development of information systems development projects and the implementation of computer information systems in a business environment.

COMP2080 Data Structures Using C++
Building on the object-oriented programming courses COMP1065 and COMP2015 in the first year, this course concentrates on abstract data types used as data structures for storing data in C++.

COMP2083 Logistics Software Applications I
Designed to introduce students to micro-computer logistic software packages, a variety of software packages including transportation, inventory control, facility layout, facility location, and materials requirements planning are used. Exercises and assignments are designed to develop the skills required both in the program and on the job.

COMP2085 GUI Programming
This course concentrates on the design and implementation of Graphic User Interfaces in both Java and Visual C++.

COMP2086 Introduction to Programming
This course introduces students to tundamentals of computer programming. Using "Visual Basic," they will learn how to write sample programs designed to accomplish specitic tasks as they relate to the manufacturing environment

COMP3018 Computer IV
This course continues to expand upon the use of the computer as a drawing and design tool. It explores electronic page composition through a variety of software programs. It introduces the students to more flexible illustration programs as used in business. The assignments focus on more advanced solutions to problems peculiar to the Graphic Design and Advertising professions.

COMP3026 Computer III
This course expands upon the use ot the computer as a drawing and design tool. It explores electronic page composition through hands-on training It examines the production of camera-ready art for printing purposes. Students will learn to use computer software that is currently used in the advertising and graphic design fields. They will learn a variety ot techniques such as layout, type placement and type modification and employ these techniques in the creation of newsletters, ads, promotional literature reports and other graphic materials.

COMP3034 Client/Server Application Oevelopment Fundamentals II
Oevelop client/server database applications using Oracle Oevelopment tools. Create interactive event-driven GUI client applications using Forms and Reports to update a database in a Client/Server environment

COMP3035 Systems Analysis Using CASE
Students work in small groups to learn to document and analyze requirements for client/server business transaction processing systems using Oracle design tools. This course is part ot a series of interrelated courses involved in the analysis, design, and implementation ot a prototype business system with client/server and Internet/Intranet components

COMP3036 Rapid Application Oesign Using CASE
Students learn to apply rapid application design techniques to the design of event driven GUI applications tor client/server business transaction processing systems using Oracle Oesigner/2000 working in small workgroups. This course is part of a series of interrelated courses involved in the analysis, design and implementation of a prototype business system with client/server and Internet/Intranet components.

COMP3037 Advanced Client/Server Application Oevelopment II
Oevelop comprehensive interactive, event-driven applications using Oracle Oeveloper 2000 Forms, Reports, and Graphics.

COMP3038 Systems Implementation Project
Students learn to build prototype applications for client/server business transaction processing systems working in small workgroups. Individual workgroups may elect to implement the prototype system using Microsoft, Oracle, or Powersoft application development tools suites. This course is part of a series of interrelated courses involved in the analysis, design, and implementation of a prototype business system with client/server and Internet/Intranet components.

COMP3039 Advanced Internet/Intranet Application Development
This course introduces the current methods and tools in the development of internal and external business transaction processing applications using Internet Browsers and Servers.

COMP3041 Database Administration and Support
This course introduces database administration and support with an emphasis on the use of Oracle database administration tools to administer and support database application developers and users.

COMP4001 Microcomputer Applications for Marketing
In this course the student is introduced to the use of microcomputers and popular software packages. A variety of software products including database, presentations and web pages are used. Exercises and assignments are designed to develop the skills required both in the program and on the job.

COMP5072 Typography for Desktop Publishing
Gain a fundamental understanding of where typesetting fits in the overall system of graphic communications, type production, terminology and concepts, measuring systems and modes of typesetting such as justified, flush left, right, quad centre, dot leader and tabular, desktop composition.

COMP5075 Graphic Production Using PageMaker
Rough ideas of various page layouts are converted to screen representations, duplication and resizing of elements of the design, integrating word processing text, storing and recalling material procedures. The objective is to become competent with most aspects of an icon driven system.

COMP5083 Introduction to Printing Processes
Gain an overview of the printing trades, major printing techniques, typesetting/desktop composition, camera/plate surface preparation, flexo printing, lithography, binding and finishing and screen printing.

COMP5086 Graphic Production Using QuarkXPress
This course covers Macintosh basics including system components, image quality, file organization and manipulation, and the use of other software. Students are introduced to measuring systems and concepts peculiar to desktop publishing, typography, and page design QuarkXPress is a recognized, professional level program for page layout, typographic options and the integration of other program files. This course provides hands-on experience featuring the various capabilities of QuarkXPress. tools, handling files, style menus, picture boxes, modifying type, setting up documents and the use of colour.

COMP5096 Fundamentals of Digital Imaging
Students review the fundamentals of computer-based painting and image editing using Adobe Photoshop. Students use the drawing, painting and image manipulation tools of Adobe Photoshop to correct, adjust and apply a variety of effects to a range of images. QuarkXPress is employed to produce a four-colour design involving scanning and digitized images. The software will be used to show Master Page construction. Problems in colour production will be discussed, such as trapping, screening and separating for printing. Various colour models and systems will be discussed, such as CMYK, RGB, Pantone, Focaltone, process and spot colour.

COMP5097 Digital Drawing with Adobe Illustrator
Working with templates and artwork, using scanned images, opening, closing, naming and saving documents, planning artwork, correcting mistakes, drawing paths, rectangles and ovals, selecting objects for modification, typography, moving, copying and transforming and working with other applications.

COMP5098 Adobe Photoshop for Graphic Production
Colour theory in regard to RGB, CMYK, their relationship to printing, calibration problems, bitmap editing techniques, printing and editing tools and functions, making and manipulating elements, printing RGB to grey scale images, printing halftones, colour composites and separations, placing Photoshop images into desktop software.

COMP5278 Introduction to Web Page Creation
Learn to navigate the Internet and visit Web sites. Create documents using Hypertext Mark-up Language (HTML). Learn about formatted text, tables, in-line graphics and multimedia including planning for Web sites.

COMP5289 Computer Skills and Applications
Contact department for course description.

COMP5295 Digital Drawing with CorelDraw
Students work with CorelDraw producing finished artwork using a variety of drawing techniques. Preparing artwork to reduce memory and printing problems. Setting various defaults, drawing paths, rectangles and ovals, selecting objects for modification. Working with Artistic and Paragraph Text with due regard to "Good" typography. Moving and copying objects; transforming objects, printing documents and exporting to other applications.

COMP7014 Computer Literacy
In the computer lab students learn computer keyboarding and are introduced to a Windows environment using Microsoft office which includes word processing and spread sheets.

COMP7025 Computer Literacy
See COMP7014.

COMP7038 Computer Literacy – LBS Level I
See COMP7014.

COPY3001 Creative Copywriting I
A focus on writing techniques, communication and presentation skills. Radio and television script writing, resume and letter writing are given priority. Team presentation and group work, portfolio and competitions are covered in depth.

COPY3002 Creative Copywriting II
A continuation of COPY 3001.

COUN1001 Interviewing and Counselling
Contact department for course description.

COUN1006 Interviewing and Counselling II
Students learn about several philosophical approaches to counselling. The practice of basic counselling skills is continued and integrated into counselling strategies that address various goals.

COUN1007 Group Process I
The emphasis of these courses is the development of self-awareness, communication and interpersonal skills plus understanding group dynamics. In the second year, attention turns from membership skills to facilitation skills and styles.

COUN1011 Working with Abused Women I
This course prepares students to be front-line workers in programs and services designed to meet the immediate crisis and advocacy needs of assaulted women. It will provide learners with entry level knowledge and skills to work in programs such as: shelters, community centres, legal clinics, ethno specific and community specific women's organizations.

COUN1012 Introduction to Feminist Counselling
Examining the theory and practice of feminist counselling techniques and methodologies, this course includes an introduction to feminist counselling theory, an analysis of the sources of women's distress including the impact of oppression, an exploration of the counsellor/client relationship and the practice of basic counselling skills.

COUN1013 Working with Abused Women II
See COUN1011.

COUN1014 Group Process I
This course enables students to gain awareness of their own interpersonal communication style and skills. It explores group dynamics and stages of development from a feminist perspective.

COUN1020 Introduction to Feminist Counselling
Contact department for course description.

COUN1021 Counselling Theory and Practice I
These courses introduce an empathic, problem solving model of helping: assessing, planning, contracting, treating and evaluation. Current treatment theories and practices are reviewed. Role plays and case studies are used to illustrate the skills, knowledge and attitudes most appropriate for effective helping. In the second year, a more detailed examination, with case illustrations, explores counsellor activities in the beginning, middle and ending phases of treatment.

COUN1022 Counselling Practice Laboratory I
Students have an opportunity to practice micro-counselling skills in a laboratory environment. Specific skills are identified and related to the over-all counselling process. Video and audio recordings assist in giving the students feedback and help them develop skills of self-evaluation.

COUN1023 Counselling Theory and Practice II
See COUN1021.

COUN1024 Counselling Practice Laboratory II
See COUN1022.

COUN2001 Counselling Skills
Basic concepts and skills of counselling will be discussed, demonstrated and practiced. These will be related and applied to the developmental needs and issues of the elderly. Prerequisites: GERT1012, SWRK2001.

COUN2003 Counselling
An introduction to interviewing and counselling theory and practice from a cross-cultural perspective.

COUN2009 Group Process II
See COUN1007.

COUN2013 Working with Children and Youth Experiencing Violence

Students will gain the practical knowledge and skills necessary to work with children who have experienced violence. Focus is on legal issues, reporting child abuse, the development of safety strategies as well as counselling and advocacy for children who have experienced violence.

COUN2014 Working with Women Surviving Sexual Violence I

With the major focus on skill acquisition, this course prepares students to be front-line workers in programs and services designed to meet the needs of women who have survived sexual assault and child sexual abuse. The key content areas include an exploration of the roots of sexual violence in society, an understanding of all forms of sexual violence against women and the trauma of sexual violence, coping and surviving strategies, legal issues, counselling modalities and advocacy.

COUN2015 Group Process II

Emphasizing skill practice and group program development for women who have survived violence, this course offers group co-facilitation opportunities to students. Prerequisite COUN1014.

COUN2016 Working with Women Surviving Sexual Violence II

See COUN2014.

COUN2017 Group Process III

A continuation of Group Process II (COUN2015), this course offers group co-facilitation opportunities to students. Focus is on skill practice and group program development for women who have survived violence.

COUN2020 Counselling Theory and Practice III

See COUN1021.

COUN2043 Counselling Theory and Practice IV

Contact department for course description.

CULT1001 Cross-Cultural Communications

This course explores the cultural components that must be recognized and responded to so the counsellor can avoid miscommunication and confusion. Common cultural patterns and avoidance of stereotyping will be discussed.

CULT1002 Cross-Cultural Comparisons

This course includes an introduction to the basic concepts in racial-cultural identity development and the barriers to understanding cross-cultural diversity.

CWRK1001 Introduction to Community Work: Field Studies I

An introduction to what community work is, why it is important, and how we can do community work most effectively in conjunction with field placement preparation.

CWRK1003 Community Analysis

An introduction to needs assessment and other research tools, including designing and administering interviews and questionnaires, used as the basis for program planning.

CWRK1005 Human Rights

An introduction to concepts of socio-cultural identity and diffidence, the impact of oppression between and within groups and the possibilities for alliance building between groups.

CWRK1006 Community Work Forum

An introduction to the history and contemporary practice of community work through films, guest speakers and discussion in a large meeting format.

CWRK1008 Interpersonal Communication

An introduction to the theory and practice of interpersonal communication in an inter-cultural context.

CWRK1009 Group Dynamics

An introduction to the theory and practice of communicating in a small group in an inter-cultural context.

CWRK1010 Field Work II

Students work in supervised field placements in a variety of community work settings, applying their classroom based theoretical knowledge in the field.

CWRK1011 Field Seminar II

An examination of community contact and entry in conjuction with co-operative problem solving in response to professional and ethical issues as they arise in placement.

CWRK2000 Volunteer Management

This course will focus on providing the knowledge and co-ordination skills necessary for developing and maintaining a volunteer program for agencies providing programming for seniors. Specific topics include the philosophy of volunteerism, recruitment and selection, orientation, training and the evaluation of volunteers and volunteer programs. The course will also consider relevant legislation and accreditation standards.

CWRK2002 Field Work III

Students undertake more complex and independent tasks in supervised field placements in a variety of community work settings.

CWRK2012 Proposal Development and Funding

An introduction to the form and content of professional funding proposals for new programs and/or organizations

CWRK2014 Community Organizing

An introduction to organizational development and popular action in both grassroots and NGO contexts. (2 hours per week.)

CWRK2016 Group Leadership

An introduction to the theory and practice of group facilitation and leadership in an inter-cultural context.

CWRK2017 Field Work IV

Students carry out advanced tasks in supervised field placements in a variety of community work settings.

CWRK2018 Field Seminar IV

An examination of project evaluation and leave taking in conjunction with co-operative problem-solving in response to professional and ethical issues as they arise in placement.

CWRK2019 Canadian Social Policy

An introduction to the major historical and current themes of Canadian social welfare policy.

CYCS1001 Therapeutic Activities

Learn how to plan, lead and evaluate goal-directed activities focusing on the promotion of the mental health of children through activities which develop their self-esteem, and their coping and social skills. Students learn to plan and lead activities in field placement.

CYCS1004 Introduction to Child and Youth Care

The essential skills, responsibilities and duties of the child and youth worker are studied in detail by the student.

CYCS1015 Integrative Seminar I

This course is an opportunity to share experiences in field placement and issues pertaining to course work with a small, supportive peer group. Discussion of individual and common issues enables the student to understand how theory learned in the classroom relates to work with clients in the field placement.

CYCS1016 Field Practice I

Students learn to work therapeutically with groups of children in supervised educational settings.

CYCS2002 Child and Youth Work Methods I

Students learn why children behave as they do in particular situations. Study focuses on specific interventions for interacting therapeutically with children in their everyday life situations and how those interventions act as vehicles to increase children's self esteem and social skills.

CYCS2005 Research Methods

Contact department for course description.

CYCS2006 Working with Families

The responsibilities and purpose of family life are addressed in Working with Families, and the course explores aspects of dysfunction within a family system, understanding the origins of dystunctions and the need for intervention to promote healthy family development. The possibilities and options relating to family relationships along with the stresses most families encounter will also be studied.

CYCS2007 Child and Youth Care Methods II

In this semester, the student learns to understand their own behaviour in interacting with clients as well as understanding the client's behaviour, and develops the ability to articulate, demonstrate and document a clear and rational treatment perspective.

CYCS2009 Integrative Seminar III

See CYCS1015.

CYCS2010 Field Practice II

Work is in supervised residential settings, including facilities for young offenders, residential treatment centres, children's mental health centres and youth hostel programs. Students should be aware that they are required to work a variety of shifts and some weekends.

CYCS2011 Assessment and Plans of Care

Learn the assessment and recording processes used in the field, why agencies ask that records be kept and how the information in those records is created, monitored, and updated, as well as the ways the record keeping and goal setting may vary in different settings

CYCS2013 Programming for Adolescents

Examine the adolescent's search for identity and develop an understanding of the needs and wants of this population while learning to work with adolescents by examining their needs. Explore and develop programs for adolescents which promote healthy functioning and community involvement. The student will also learn to work with adolescents who are preparing for independent living.

CYCS2015 Supervision and Team Building

This course will introduce students to principles of supervision and management in the human services field. The students will examine the role of the supervisor, and the process of supervision, in maximizing the effectiveness of the service delivery team. The course will provide the students with the opportunity to explore various management and supervision styles used within mental health facilities.

CYCS3002 Field Practice III

This third field placement will meet any residual goals that a student may have identified. It may be completed in a supervised day treatment setting, an educational setting or a residential setting, and will allow the student to become employable with all the requisite skills for an entry level child and youth care worker

CYCS3005 Integrative Seminar II
See CYCS1015.

DANC1001 Classical Ballet – Theory I
Following the Royal Academy of Dance syllabus, this course in dance pedagogy introduces basic teaching elements, and continues on to further development of those teaching elements.

DANC1002 Classical Ballet – Theory II
See DANC1001.

DANC1003 Classical Ballet – Practical I
Daily classical ballet training will lead students through basic, intermediate and advanced technique, while additional classes focus on the development of advanced performance elements.

DANC1004 Classical Ballet – Practical II
See DANC1003

DANC1005 Pointe I
Classes will begin with basic pointe technique, leading to intermediate and advanced pointe technique.

DANC1006 Pointe II
See DANC1005.

DANC1007 Jazz I
This course will introduce participants to the basic elements of contemporary jazz dance, continuing on to the intermediate level.

DANC100B Jazz II
See DANC1007.

DANC1009 Modern I
Limon based training brings students from the essential principles through basic, intermediate and advanced levels of modern dance.

DANC101D Modern II
See DANC1009.

DANC1011 Composition Studies I
Students are introduced to and learn to apply basic compositional elements.

DANC1012 History of Dance
Contact department for course description.

DANC1016 Classical Ballet – Basic I
Contact department for course description.

DANC1017 Pointe – Basic I
Contact department for course description.

DANC101B Classical Ballet – Basic II
Contact department for course description.

DANC1019 Pointe – Basic II
Contact department for course description.

DANC2001 Classical Ballet – Theory III
See DANC1001.

DANC2002 Classical Ballet – Theory IV
See DANC1001.

DANC2003 Classical Ballet – Practical III
See DANC1003.

DANC2004 Classical Ballet – Practical IV
See DANC1003.

DANC2005 Pointe III
See DANC1005.

DANC2006 Pointe IV
See DANC1005.

DANC2007 Modern III
See DANC1009.

DANC200B Modern IV
See DANC1009.

DANC2009 Jazz III
See DANC1007.

DANC2010 Jazz IV
See DANC1007.

DENT1010 Dental Office Procedures I
The dental office administration student is introduced to the clerical duties in the dental office. Topics include appointment control, patient management, dental insurance, inventory control and bookkeeping.

DENT1013 Drientation to Radiography
This course provides the student with the principles of processing and mounting of dental radiographs.

DENT1014 Crown and Bridge I
The principles of crown and bridge construction will be studied by the dental technology student. Theory and practical experience are provided to give the student the necessary foundation to cope with the demands of efficiency and productivity in the performance of dental laboratory procedures related to crown and bridge construction.

DENT1015 Removable Partial Dentures
Covering basic removable partial denture construction, topics will include the following areas: temporary, transitional and immediate acrylic removable partial dentures.

DENT1016 Dental Office Procedures II
The dental office administration student is introduced to various software programs used in dental offices.

DENT101B Dimensions in Dental Management I
This theory course is designed to help the dental office administration student to develop an understanding of the dental profession, infection control and charting procedures.

DENT1020 Dimensions in Dental Management II
The restorative and specialized procedures are studied, and the dispensary component allows the student to observe and assist in the clinical area.

DENT1024 Community Dentistry (Denturism)
This course is designed as an introduction to the broad field of community health with emphasis on aspects of community dentistry.

DENT1025 Denturist Practice/ Pre-Clinical Prosthetics
Contact department for course description.

DENT1026 Complete Denture Construction (Practical)
Students examine the basic techniques required to construct complete dentures.

DENT1027 Denturist Practice Pre-Clinical Prosthetics (Practical)
Contact department for course description.

DENT1028 Dental Materials
Contact department for course description.

DENT1030 Orthodontics I
Orthodontics I is designed to introduce the student of dental technology to the basic techniques required to fabricate removable and fixed orthodontic appliances.

DENT1037 Dental Anatomy
Contact department for course description.

DENT1046 Dental Materials I
The Level II dental assisting student develops an understanding of the chemical and physical properties and uses of direct restorative dental materials.

DENT1047 Dental Radiography I
Dental Radiography helps the student to meet the requirements of the Healing Arts Radiation Protection Act (H.A.R.P).

DENT1048 Pre-clinical Techniques – Theory
The study of Level II Preclinical Dental Assisting provides the student with knowledge in the evolution of the dental profession, infection control, four-handed dentistry, restorative and cosmetic dentistry, intra-oral functions and diagnostic procedures.

DENT1049 Dental Ethics and Dental Business Skills
To orientate students in the Level II program to the dental assisting profession and dentistry, this is an introduction to the structure and function of organized dentistry including the specialties within the dental field as well as current ethical principles.

DENT1050 Pre-clinical Techniques – Practical
This practical course is designed to introduce the Dental Assisting student to Level II preclinical dental assisting. Given varied preclinical situations, the student will apply and adapt the principles of chair-side assisting with dental operators during operative dental procedures and will be introduced to Level II intra-oral functions.

DENT1051 Dental Radiography II
Through theory and clinical practice, Dental Radiography presents radiographic techniques to produce extra-oral radiographs of diagnostic value while meeting all requirements of the H.A.R.P. Act.

DENT1052 Dental Anatomy
This course is designed to introduce dental assisting students to the development, form and function of teeth and eruption chronology.

DENT1053 Dental Materials II
This course is designed to help the Level II dental assisting students develop an understanding of the chemical and physical properties and uses of indirect restorative materials such as gypsum products, impression materials and plastics.

DENT1054 Introduction to Oral Histology and Peridontology
This lecture course provides an introduction to the structures of the periodontium followed by a study of the etiology, pathogenesis treatment and prevention of the diseases of the periodontium. Local and systemic factors as well as host response to periodontal diseases will be considered. The dental assistant's role in the prevention and treatment of periodontal disease will be discussed.

DENT1055 Preventive Dentistry
Through individualized home care practice for each client, based on their particular needs, students explore the scientific basis of caries and periodontal disease and the prevention of both diseases.

DENT1056 Clinical Techniques – Theory
Dental assisting students will study the recognized dental specialties and intra-oral functions.

DENT1057 Clinical Techniques – Practical
This course is designed to provide dental assisting students with knowledge and skills in performing intra-oral functions according to current Ontario legislation.

DENT105B Field Practice
The dental assisting student will gain experience by applying a wide range of dental assisting responsibilities in a field placement environment. Field placements or agencies include selected general, specialty and hospital practices.

DENT1060 Dental Hygiene Principles I
This is a clinical and theoretical course introducing the basic principles of the dental hygiene process of care model.

DENT1061 Dental Hygiene Principles II
This course will build on Dental Hygiene Principles I with further and continued emphasis on the basic principles of clinical dental hygiene practice procedures.

DENT1062 Dental Hygiene Clinic t
See DENT1060.

DENT1063 Dental Hygiene Clinic It
See DENT1061.

DENT1064 Dental Radiography t
Dental Radiography I is part of the dental hygiene program, and is designed to help the student to meet the requirements of the Heafing Arts Radiation Protection Act (H.A.R.P.).

DENT1065 Dental Radiography II
Extra-oral radiographic techniques are presented to produce extra-oral radiographs of diagnostic value while meeting all requirements of the H A.R.P. Act.

DENT1066 Dental Materials
Various restorative materials and products involved in the delivery of dental hygiene care are studied and demonstrated to help dental hygiene students develop an understanding of properties, manipulation and uses of direct and indirect restorative materials.

DENT1067 General Histology
With special emphasis on oral tissues, this course is designed to familiarize the student with the microscopic study of cell cytology and the basic tissues of the body.

DENT1068 Dral Histology and Embryology
Having mastered the tundamentals of general histology, dental hygiene students will progress to a basic course in dental histology and embryology.

DENT1069 Periodontics I
Periodontics I is a lecture course that provides an introduction to the structures of the periodontium followed by an in-depth study of the etiology and pathogenesis ot the diseases of the periodontium.

DENT1075 Community Health tor the Dental Assistant
This course has been designed to introduce the dental assistant to concepts ot community health, the study of oral health and the role of dental assistant in the community.

DENT2001 Complete Dentures I
Students will explore the basic techniques required to construct complete dentures, and will also be introduced to the safe use of applicable equipment and sterilization procedures necessary in dental technology.

DENT2002 Crown and 8ridge II
This course is designed to instruct the student in the principles ot crown and bridge at an intermediate level, and in dental ceramics at a basic and intermediate level.

DENT2003 Crown and 8ridge and Ceramics I
The Dental Technology student is provided with the opportunity to learn the applied aspects ot Crown and Bridge construction. This course also introduces the student to ceramics.

DENT2004 Cast Partial Dentures
This course will cover the basic areas ot removable partial denture construction. As an auxiliary who provides an essential service to the dentist and because of the clinical limitations of the dental technologist, certain areas of the course will be theoretical.

DENT2005 Complete Dentures II
Theoretical information and practical experiences related to the construction of complete dentures will be presented to the student.

DENT2007 Denturist Practice/Partial Dentures I
Covering all phases of denture treatment, this course emphasizes biological and biomechanical information involved in the design and fabrication of removable partial dentures.

DENT2008 Denturist Practice I
This course is designed to provide the necessary theoretical intormation concerning the biological, physiological and psychological implications of complete denture construction. All phases of denture fabrication will be covered from initial patient contact to oral health maintenance.

DENT2009 Denturist Practice/Partial Dentures II
This course covers biological and biomechanical information involved in the design and fabrication of removable partial dentures. All phases of denture treatment will be covered.

DENT2010 Dental Lab Management
Course participants apply business practices and principles to the operation of a successtul dental technology laboratory.

DENT2013 Radiographic Pattern Recognition
The focus of this course is to provide students with the ability to recognize normal and abnormal features on radiographs.

DENT2014 Orthodontics
The basic techniques required to fabricate removable and fixed orthodontic appliances are presented to the student of Dental Technology.

DENT2015 Removable Denture Theory
Contact department for course description.

DENT2016 Removable Denture Clinic
This course covers biological and biomechanical information involved in the design and fabrication ot removable partial dentures. All phases ot denture treatment will be covered.

DENT2017 Dental Hygiene Principles III
Contact department tor course description.

DENT2018 Dental Hygiene Clinic III
Contact department for course description.

DENT2019 Dental Hygiene Clinic IV
Contact department for course description.

DENT2020 Advanced Concepts in Preventive Dentistry
Contact department tor course description.

DENT2021 Periodontics II
Contact department tor course description.

DENT2022 Dental Specialties
Contact department for course description.

DENT2028 Case Presentation
Contact department tor course description.

DENT2029 Community Field Practicum I
Contact department for course description.

DENT2030 Community Field Practicum II
Contact department for course description.

DENT2031 Oral Pathology
This course provides an overview of the etiology, clinical features, management and significance ot the major pathological processes effecting the oral cavity, with the exception of pulpitis and periodontal disease. The significant oral manifestations of systemic diseases are also covered.

DENT2036 Dental Hygiene Principles IV
Contact department for course description.

DENT3001 Partial Dentures
Students focus upon the construction of partial dentures.

DENT3002 Preventive Dentistry
Principles and practices ot preventive dentistry are covered in this course.

DENT3003 Pre-Graduate Clinical III
Students will have the opportunity of practicing in the workplace at a private denturist clinic.

DENT3004 Denturist Practice II
This course is designed to provide the necessary theoretical information concerning the biological, physiological and psychological implications of complete denture construction. All phases of denture fabrication will be covered trom initial patient contact to oral health maintenance.

DENT3005 Denturist Practice III
The treatment procedures of complete upper and lower dentures, single dentures opposing natural dentition or an existing denture, transitional and immediate dentures, overdentures, repair and relines, rebases and soft liners will be covered in this course.

DENT3006 Denturist Practice/Implant Prosthetics
Students will be exposed to all Clinical Prosthetic procedures in addition to all of the laboratory procedures necessary for the construction of implant supported or retained prosthesis.

DENT3008 Specialty Pre-Graduate Lab Experience II
This course will involve the student's exposure to the workplace environment at a commercial dental laboratory, performing the daily functions of a dental technician in the laboratory, while being exposed to a variety of positions throughout the laboratory.

DENT3010 Complete and Partial Dentures
Contact department for course description.

DENT3011 Crown and 8ridge and Ceramics II
Contact department tor course description.

DENT3012 Orthodontics
Contact department tor course description.

DENT3013 Denturist Practice/Implant Prosthesis
Contact department for course description.

DENT4001 Functional Occlusion
This lecture and laboratory course is designed to teach the Restorative Dental Hygiene student dental anatomy, aesthetics and occlusion. Waxing projects enable the student to gain skills in reproducing the anatomy and occlusion ot the dentition.

DENT4002 Pre-Clinical Restorative Techniques
Tooth morphology, cavity preparation and cavity classification are reviewed, and restorative dental techniques are taught using simulated restorative techniques on manikins.

DENT4003 Clinical Techniques (Practical)
Collaborative supervision provided by dentists and restorative dental hygienists during this clinical course offers the Restorative Dental Hygiene student clinical experience utilizing restorative dental techniques by providing care to a variety ot clients.

DENT4004 Clinical Techniques (Theory)
This course offers an overview of currently available dental restorative materials and techniques.

DENT4005 Science ot Dental Materials
Restorative Dental Hygiene students develop an understanding of the clinical and physical properties and applications ot direct restorative dental materials. The laboratory course allows the student to manipulate the materials meeting all appropriate criteria.

DESN1002 Design/Advertising Fundamentals I
This course introduces the student to the basic principles and elements of Design/Advertising Design. Emphasis is placed on thumbnail layouts, full-size roughs, linears, comps and designs for presentation.

DESN1005 Colour I
This is a basic course in the theory and practice of colour use as it applies to signage. Through the creation ot colour wheels, value scales and colour matching exercises various colour schemes are developed and used in the production of signage projects. Subtractive colour theory based on pigments is the basis ot this course

DESN1007 Design/Advertising Fundamentals II
This course continues with basic principles and elements of Design/Advertising Design.

DESN1013 History ot Art
This course will explore western art history up to the late 1800s It will examine prominent periods and styles of image making It explores concepts and ideas in art and how social and spiritual circumstance alters creativity and influences cultural imagination. It surveys the aesthetic sensibilities and understanding ot key periods and how art and artitact images are both transtormed and contained in a given style.

DESN1014 History ot Design
This course explores modern western images from 1800 to the present. It focuses on the important schools, movements and protiles some of the key figures and their contribution to art and design. It examines the diversity of styles that constitute modern and post modern image making The dynamics of aesthetic and anti-aesthetic movements of the early 20th century is explored The course investigates new image making styles and tracks the growth of popular culture

DESN1015 Colour II
This is a second course in the theory and practice of colour use as it applies to signage. Through the creation of colour wheels, value scales and colour matching exercises various colour schemes are developed and used in the production of signage projects. Subtractive colour theory, based on pigments, is the basis of this course. The theory is applied in a variety ot media: water-based paints, coloured tilms and substrates.

DESN1020 Design Process
This course will investigate the creative problem-solving process as it relates to visual communications. Projects challenge students to solve abstract visual problems and explore perceptions and concepts ot visual creativity, with exposure to a variety ot ideas and approaches. Research and investigative phases of the creative process and professional presentation techniques will be emphasized.

DESN2004 Design I
This course builds on the tundamentals of design. The basic elements and principles ot design are reviewed and reinforced. These fundamentals are applied to industry related projects. Effective use of typography in design is stressed. The course encourages the evaluation and development of creative solutions to design problems through emphasis on creative thinking, thumbnails and working drawings. Emphasis is given to the process of visual thinking and concept development in a variety of media, including traditional and modern techniques.

DESN2005 Design II
This course continues to build on the fundamentals ot design and the skills developed in DESN 2004. The basic elements and principles of design continue to be reviewed and reinforced. These fundamentals are applied to industry related projects. Effective use ot typography in design continues to be stressed. The course continues to encourage the evaluation and development of creative solutions to design problems through emphasis on creative thinking, thumbnails and working drawings. Further emphasis is given to the process of visual thinking and concept development in a variety of media, including traditional and modern techniques.

DESN2006 Design and Colour I
Design and colour principles are applied in a variety ot specific signage situations Considerations include product, place, price, and promotion. Production costs become an increasingly important factor in designing and producing tor commercial applications.

DESN2007 Design and Colour II
Design and colour principles are applied in a variety of specific signage situations. Considerations include: product, place, price, and promotion. Production costs become an increasingly important factor in designing and producing tor commercial applications. Attention is given to point-of-purchase, architectural, vehicle marking, and integrated signage systems and to their application tor identitication, information and promotion.

DESN3003 2D Design I
This course concentrates on 2D design and the presentation of projects for the print medium. These include a variety of items such as posters, covers, product and promotional brochures Emphasis is placed on developing creative solutions to design problems, enhancing image making and intuitive decision making

DESN3004 3D Design I/Corporate Identity
Students are introduced to Corporate Identity and Packaging and will be shown how to develop design concepts for each area. The Corporate Identity component concentrates on creating and developing symbols and typographic solutions to corporate identity problems. The packaging component concentrates on developing 3D concepts tor packaging, PDP and environments. Developing professional presentation techniques using available materials (including computer technology) will be a requirement.

DESN3005 2D Design II
This course continues its concentration on 2D design and the presentation of projects tor the print medium. Emphasis is given to competitions and call-for-entries trom various organizations. The student develops individual talent through a range ot design projects which are suitable for portfolio material.

DESN3006 3D Design II/Corporate Identity
Further development ot corporate identity and packaging is stressed. Students create packaging and corporate identity systems, including logo design and application to letterheads, business cards, brochures, vehicles, advertising, packaging and PDP. Application ot signage systems to 3D environments will also be investigated. Students will work through the design process from client contact and strategic concept development, research and design to final production. Visual and verbal presentation techniques will be encouraged so that students can develop a protessional portfolio.

OESN3007 Digital Design I
This course introduces the student to QuarkXPress – one of the premier desktop publishing application programs available for the electronic environment. Students learn basic page and document construction, integration ot text, graphics and photographs; object manipulation; proper use of line, art, colour and continuous tone images; Adobe Illustrator, scanning, Adobe Photoshop and tile formats Students create and complete design and advertising projects for this class and other subject areas in the third year.

OESN3008 Digital Design II
Building on skills learned in Semester 5, students learn to use the advanced and powerful teatures of QuarkXPress such as master pages, style sheets, templates and high-end typographic controls. Electronic prepress process, accurate and timely production and preparation of documents tor output as a service bureau are covered in this semester. Resume and individual project preparation tor the student's portfolio is encouraged.

OIST2015 Work Placement
This course introduces the student to the workplace setting through tield placement.

ORFT1006 Architectural Plan Interpretation I
While examining basic drafting skills and their application to renovation construction, the course also emphasizes development ot the learner's visualization and plan interpretation skills with respect to specitic concepts.

ORFT1014 Jig & Fixture Design I
Jig & Fixture Design I introduces the student to jig and fixture design concepts, such as locating and clamping principles, material suitability and the use ot standard components. Emphasis is placed on device design, application, function, tits and tolerances, GD&T and design projects documentation. This course is the prerequisite to Jig & Fixture Design II.

DRFT1018 Theory ot Machines I
This is the tirst halt of a two semester course. The whole course investigates static and dynamic situations that may occur in machines, and uses practical examples to illustrate solution techniques. Graphical methods ot problem solving are used wherever possible Theory of Machines I divides into three areas: the study ot motion, the study of static force transmission and the study ot inertia forces. Some examples that are included are cams, complex gear systems and out-of-balance systems.

DRFT1019 Theory of Machines II
As in part one, graphical methods ot problem solving are used wherever possible, in this second part ot a two semester course. A large part of Theory of Machines II is devoted to investigating how to balance machine items tor rotation and reciprocation. Through using practical examples, such as piston engines, the student gains an understanding of component and machine design considerations for high speed applications. Dther areas of study are the practical aspects ot tlywheel design and the effects ot motion on rotating equipment.

DRFT1076 Technical Drawing
Contact department for course description.

DRFT2007 Jig & Fixture Design II
Students are offered the opportunity to explore the principles of metal cufting and tool lite; eftects of various types of vibration on component production; large assembly jig setups; two and three axis numerical control machine tools; automation design and the use ot industrial robots; studies in the techniques of tool making and quality control and an analysis ot machine tool operations (jig boring, gear shaping, gear hobbing and broaching); estimating and processing complex components using various manufacturing techniques; assembly ot multiple parts by various means; plastic tooling, press-tool dies, types ot construction, calculations and applications

DRFT2013 Electrical Drafting
To familiarize the student with the physical aspects of electrical equipment and components used in the electrical industry, the student will: use CAD drafting techniques to prepare working drawings for electrical systems, use working drawings to guide the manufacture, assembly and construction ot electrical equipment and systems, and use working drawings of electrical equipment and systems to investigate operational problems

DRFT2014 Drafting & Blueprint Reading
Through lectures and supervised lab assignments, the student is introduced to basic drafting techniques, blueprint interpretation and modification of existing drawings.

DRFT2017 Architectural Plan Interpretation II
Developing the learner's ability to correctly read and interpret architectural drawings, the tocus is on plan interpretation. Further development ot drafting skills will be achieved by generating plans as specified.

ECE1005 Field Practice I
Field practice will provide a continuum of experience which gives the student the opportunity to integrate and apply theory. The student is expected to demonstrate the necessary self-awareness, attitudes and skills which will enable her/him to work competently with children, families and co-workers. All students will complete a field practice with infants or toddlers, preschoolers and school age children.

ECE1010 Field Practice I
A continuation of ECE1005.

ECE1024 Field Practice I
Field practice will provide a continuum of experience which gives the student the opportunity to integrate and apply theory. The student is expected to demonstrate the necessary self-awareness, attitudes and skills which will enable her/him to work competently with children, families and co-workers. All students will complete a field practice with infants or toddlers, preschoolers and school age children.

ECE1026
A continuation of ECE 1024

ECE1039 Health, Safety and Nutrition
Contact department for course description.

ECE1040 Interpersonal Communication
Students will be introduced to interpersonal communication theory and practice as it relates to early childhood environments. Including in-class discussions and small and large group experiences that will encourage students to reflect on and identity their strengths as communicators, classes will provide students with opportunities to learn and practice communication skills. This course will also highlight cross-cultural communication.

ECE1041 Creative Expression
Creative activities for infant, toddler, preschool, and school age children will be explored, with an emphasis on open ended, child directed experiences which are related to the whole child. The course will include classroom lectures, discussions and hands on workshops

ECE1052 Interpersonal Communications
See ECE1040.

ECE1056 Foundations of Early Childhood Education Part I
This course provides an introduction to developmentally appropriate environments, schedules and guidance for infants, toddlers, preschoolers and school age children. This importance of play-based programming will also be examined. Responsive, positive and sensitive adult-child relationships are studied as the central element of attachment, security and emotional well-being in children and the basis for developmentally appropriate curriculum. The caregivers' role in supporting a family-centred, bias free approach is examined.

ECE1058 Planning & Guidance – Infant & Toddler
This course will examine and practice observation, planning and evaluation of programs for infants and toddlers while students are in Field Practice. This course will use developmentally appropriate curriculum as the content of program planning. Guidance techniques suitable for infants and toddlers will be examined. Students will review their field experience for relevant examples of infant/toddler behaviour and adult guidance. Field experience will be analyzed by applying theory to practice.

ECE1059 Planning & Guidance – Preschool
This course will examine and practice observation, planning and evaluation of programs for preschoolers while students are in Field Practice. This course will use developmentally appropriate curriculum as the content of program planning. Guidance techniques suitable for preschoolers will be examined. Students will review their field experience for relevant examples of preschool behaviour and adult guidance. Field experience will be analyzed by applying theory to practice

ECE1060 Planning & Guidance – School Age
This course will examine and practice observation, planning and evaluation of programs for school age children while students are in Field Practice. This course will use developmentally appropriate curriculum as the content of program planning. Guidance techniques suitable for school age children will be examined. Students will review their field experience for relevant examples of school age behaviour and adult guidance. Field experience will be analyzed by applying theory to practice.

ECE1069 Health, Safety & Nutrition
This course provides the foundation for promoting health in early childhood environments. A philosophy of health promotion is used as a basis for policies and practices that support health for children, families and staff in early childhood settings. Emphasis is on the primary rights and responsibilities of parents, and attention is given to health issues in a cross-cultural context, as well as the scope and limitations of the caregiver's role in health, safety and nutrition. Child abuse legislation is covered, outlining the caregiver's mandated responsibilities in documenting and reporting suspicions of child abuse.

ECE1070 Interpersonal Communication
See ECE1040

ECE1071 Creative Expression
See ECE1041.

ECE1073 Creative Play Workshops
These workshops will provide students with hands-on experiences that will enhance their skills in working with young children. Students will engage in a variety of activities such as sensory experiences, music, movement, storytelling and drama.

ECE1074 Observation, Planning and Evaluation
This course will examine and practice observation, planning and evaluation of programs for young children while students are in Field Practice. Students will review and reflect on their field experience for relevant examples of child development and early childhood practice. Field experience will be analyzed by applying theory to practice

ECE1075 Foundations of Early Childhood Education Part II
This course is a continuation of Foundations of Early Childhood Education Part I. It provides an introduction to developmentally appropriate environments, schedules and guidance for infants, toddlers, preschoolers and school age children. The importance of play-based programming will also be examined. Responsive, positive and sensitive adult-child relationships are studied as the central element of attachment, security and emotional well-being in children and the basis, for developmentally appropriate curriculum. The caregivers' role in supporting a family-centred, bias free approach is examined.

ECE1076 Observation, Planning and Evaluation
See ECE1074.

ECE1077 Creative Play Workshops
See ECE1073

ECE2014 Field Practice III
See ECE1005. A continuation of ECE 1024

ECE2017 Field Practice IV
See ECE1005. A continuation of ECE 1024

ECE2028 Children with Special Needs
In this course students will identify categories of special needs and resources available to support children with special needs and their families. Issues such as inclusion and labelling will be examined. To support students in responding to the developmental needs of all children, topics such as early identification, the assessment process and individual program planning will be addressed. Partnerships with family and community professionals as well as the role of observation will be an ongoing focus of this course.

ECE2029 Working with Families
This course lays the foundation for establishing inclusive family/ teacher partnerships in early childhood settings. Issues related to the changing nature of families and work and family life are discussed. Students will examine strategies for formal and informal communication with parents, program policies, diversity in family structures and communication styles, and community resources. Ways of constructing welcoming environments and how to actively involve families are also examined.

ECE2042 History of ECE
Designed to explore major societal, philosophical and educational influences, this course will review the history of early childhood education in Canada and will include the development of early childhood settings.

ECE2044 Group Dynamics
This course focuses on the theory and practices of working effectively in team situations. Communication and consensus building are examined as key elements in working effectively with others.

ECE2045 Curriculum Development
This course provides a framework for the design of curriculum based on the knowledge of child development, family, community and culture. The role of environments in early childhood curriculum will be examined by studying a variety of indoor and outdoor settings for young children. Infant, toddler, preschool and school age curriculum is examined with an emphasis on current research, theory and quality indicators.

ECE2046 Policy, Advocacy and Legislation
This course orients students to advocacy and professionalism, as well as the administration of environments in early childhood settings. The course examines the legislative and policy framework under which early childhood services in Canada operate. Opportunities to discuss social policy and current initiatives at the local, provincial and federal levels and their implications for the early childhood education field are provided. Topics examined include the role of the early childhood professional, staff and volunteers, the identification of supports and other relevant professional issues.

ECE2047 Curriculum Development
See ECE2045.

ECE2048 Policy, Advocacy and Legislation
See ECE2046.

ECE2050 Working with Families
See ECE2029.

ECE2092 Children with Special Needs
Contact department for course description.

ECON1003 Introduction to Economics
Starting with the fundamental question, "What is economics?" this introductory course familiarizes students with economic principles and examines current major economic issues in Canada such as inflation, unemployment, and government programs and regulations created to deal with such problems.

ELCL1005 Direct Current Machines
Theory followed by demonstrations and supervised labs introduce the student to the principles and fundamentals of direct current machines, their construction, use and different types of connections possible to obtain the required characteristics for special applications.

ELCL1016 DC/AC/Electronic Circuits and Devices

The AC to DC half- and full-wave power supply is used as the basis for discussion of the characteristics and operation of transformers, capacitors, inductors, semiconductor diodes and transistors. Other popular semiconductor devices are introduced as well. Characteristics of amplifiers with particular emphasis on the use of op-amps will be presented.

ELCL1017 Electric/Electronic Circuits Lab

While this program reinforces the theory of basic electrical and electronic circuits and devices, it also stresses safety procedures, circuit construction, troubleshooting and circuit tracing, measurements of circuit parameters and use of multimeters and oscilloscopes for measurement. Construction and testing of power supplies under various loads and the importance of power supply regulation are investigated. Transistor and operational amplifier circuits are constructed, observing gain, distortion and frequency response. Interpreting transistor and op-amp data sheets and diode specifications enables the student to make substitutions in repair applications.

ELCL1018 Digital and Microcomputer Fundamentals

Topics covered in this course are: numbering systems, basic and/or gates, nand/nor gates, flip-flops, registers and counters. Encoding, decoding, multiplexing and demultiplexing are applied to typical digital systems: frequency counters, clocks, digital locks. The architecture of a typical microcomputer is studied, with a focus on the purpose and characteristics of: the microprocessor with its registers and timing cycles, Read Only Memory (ROM), Random Access Memory (RAM), input, output, and device addressing. Hands-on machine language programming is introduced.

ELCL1019 Digital and Microcomputer Lab

This laboratory course provides the student with hands-on training in the various measurements made on digital circuits. Use of the oscilloscope and the logic probe is stressed. The course begins with investigation of simple gate logic, progressing to complex gate structures used for decoding, encoding, multiplexing, demultiplexing and then introduces flip-flops, counters and register circuitry. Students get hands-on experience operating and programming a simple microcomputer. The programs are developed as modules for tasks such as data manipulation, table access, speed matching, timing, pulse generation, I/O control and simple code conversion.

ELCL1020 DC Circuits

Introducing the student to the fundamental concepts of DC electricity, and starting with the physics of the atom, the student will be led through Ohm's laws and the physical properties of resistance and materials. The behavior of resistance in series, parallel and combined series parallel circuits will be investigated along with an introduction to selected methods of circuit analysis and Kirchoff's laws.

ELCL1021 DC Applications

To build on the concepts and principles learned in the Basic Circuit Theory course, selected network reduction and network analysis techniques are examined. The effects of reactive components such as capacitance and inductance will be investigated both alone and in combination with each other and with resistance. The effects of time and transient conditions will be introduced and a relationship between time and reactive circuits will be established.

ELCL1022 DC Circuits Lab

A series of experiments will be performed by the student to both investigate the phenomena introduced by the related theory courses and to reintorce the learning process for that theory. The selection, connection and reading of measuring instruments will be taught along with an introduction to analytical and recording skills. The course has a self directed component and the student will be required to submit reports on completed experiments.

ELCL1023 AC Circuits

Alternating current plays an important role in electronics. Therefore, this course starts with an explanation of the generation of the AC signal and the various ways of representing the waveforms, including the effects of capacitance and inductance which results in impedance.

ELCL1024 AC Applications

The operation and construction of a transformer and its many uses in AC are discussed, applying appropriate calculations for determining turns ratio, voltage ratio, current ratio and impedance ratio.

ELCL1025 AC Circuits Lab

This course reinforces the theory portion of the second semester. The proper use of measuring and prototyping equipment is stressed. Computer-aided analysis and design is used to complement the labs and allow the student the freedom to experiment independently.

ELCL1026 Semiconductor Devices

Students will discover the qualitative and quantitative analysis of semiconductors and diode principles, semiconductor bipolar junction transistors, amplifier biasing and small signal analysis of all configurations and cascaded amplifiers. Field effect transistor biasing only.

ELCL1027 Semiconductor Applications

Qualitative and quantitative analysis of frequency response and bode plot of BJT amplifiers are studied, along with compound configurations, power amplifiers, classification and circuit devices, SCR's, diacs, triacs and circuits, operational amplifiers, inverters, non-inverters, summers, active filters and specifications.

ELCL1028 Electrical Fundamentals

This course introduces the required electrical and electronic fundamentals for the mechanical engineering technicians and technologists. The course includes the following topics: basic concepts and laws of electricity, series and parallel circuits, magnetism, capacitance and capacitors, inductance and inductors, fundamentals of semiconductors and digital electronics.

ELCL1029 Introduction to Electricity

Students are introduced to the basic concepts of electricity: sources of electricity, Ohm's and Kirchoff's laws applied to series, parallel and series/parallel circuits, and measurement of voltage, current, resistance and power. Electromagnetism is explained and applied to relays, motors and alternators. The generation and characteristics of an AC signal are introduced, and instantaneous, average and RMS values of the AC signal are defined.

ELCL1031 Electronics Fundamentals I

This course introduces the student to the fundamental concepts of DC and AC electricity starting with the basic physics of the atom. The student will be led through physical laws and properties of materials used for electronic components. Students will also examine various ways of representing the waveforms including the effects' resistance, capacitance, inductance and impedance concept. These concepts will be reinforced through appropriate lab exercises.

ELCL1032 Components and Printed Circuit Boards

This course provides the student with an appreciation of the nature and special requirements of the electronic components used in manufacturing Surface Mount Printed Circuit Boards. Traditional through-hole components are reviewed and then compared to the forms used for modern surface mount boards. Common components such as resistors, capacitors and inductors are discussed from internal and external viewpoint, and heat dissipation, special-handling procedures and component protection are also discussed. An introduction to the special packaging and bond requirements of integrated circuits is provided, along with an explanation of bonding structures unique to the industry.

ELCL1033 Electronic Fundamentals II

This course will introduce students to semiconductor device such as diodes, transistors, silicon-controlled rectifiers, triacs and diacs and their application in circuits. Operational amplifiers and their use in regulated power supplies and other modern electronic systems are also covered. A lab exercise to introduce the student to the construction of a simple printed circuit board using modern integrated circuits is also part of the course.

ELCL2002 Wiring Methods and Code

Wiring Methods and Code provides an overview of the Canadian/Ontario Electrical Safety Code and prepares the student for the installation of electrical equipment and wiring in cabinets, vaults, buildings and industrial installations. Topics covered include: wiring methods, including conduit, non-metallic sheathed cable, armoured cable, mineral insulated cables, aluminum sheathed cable, bussways and wireways, services, devices, fixtures, motors, equipment and wiring methods in hazardous locations, and electrical safety code applications.

ELCL2006 Technical Report

Continuing the report writing course taken during the third semester, the students will choose a topic from a list, will research that topic and write a technical report of some 2500 words in length. The report will be graded based on its presentation, technical content and the research involved.

ELCL2007 Alternating Current Machines

Theory, followed by demonstrations and supervised labs, introduces the student to the construction, operation, use and role of A.C. machines used in the electrical industry such as salient and non salient synchronous alternators, synchronous motors, squirrel cage induction motors, wound rotor induction motors and transformers.

ELCL2008 Electrical Distribution Systems

This introduction to the electric power system gives an overall view of the planning, design, construction and operation of generation, transmission and distribution systems. By practical hands-on experiments, the operation of the system is explained with particular emphasis devoted to the performance of tests and calculations, and the analysis of results leading to the determination of the systems operating characteristics.

ELCL2009 Discrete Amplification

The basic transistor amplifier is developed into multistage amplifiers with special consideration given to coupling techniques and the resultant effects on frequency response, loading and distortion. Power amplifier configurations are discussed, including techniques for coupling to a loudspeaker.

ELCL2010 Digital Systems

This course shows how the binary system is applied to the development of all digital circuits. AND/OR gates, NAND/NOR gates, flip flops, registers and counters. Encoding, decoding, multiplexing and demultiplexing are more advanced subjects in this course and are applied to typical digital systems; frequency counters, clocks and digital clocks.

ELCL2011 Electric Machine Control
Intended for students in the technician and technology programs, Electric Machine Control provides an understanding of the practices and understanding of the principles employed in the motor control field. It includes topics such as manual, magnetic and electronic control devices. Theory is followed by demonstrations and supervised labs.

ELCL2012 Introduction to PLCs
The student will build on motor control skills using the industry standard Programmable Logic Controller (PLC) and will learn to program timing functions in addition to manual relay control. The student will also be introduced to troubleshooting and installation techniques.

ELCL2013 Component Placement
Students are introduced to the concepts of ball grid array (BGA), column grid array (CGA), and quad flat pack (QFP). Product-specific issues such as placement of RF components, integrating systems of multiple technologies as well as reliability and redundancy are covered. An introduction to Gerber files and Computer-Aided-Design (CAD) are also covered.

ELCL2014 Manufacturing Techniques
This course provides a comprehensive theoretical and applied foundation in electronic interconnection methods, including hand soldering techniques, solder paste and re-flow techniques, wave-solder methods, and adhesive chemical methods as they relate to the standard, integrated circuit and other specialized components connections. Ball Grid Array and Column Grid Array connection considerations for large pin-out devices are also covered. Issues related to the placement and interconnecting of cables on a board, and fiber optic connection techniques are also covered.

ELCL3002 Protection of Electrical Equipment
Protection of Electrical Equipment and systems covers some of the engineering fundamentals required to complete technical analysis, design, implementation of protective schemes for electrical equipment and systems. The student will learn to select switch gear to meet calculated short circuit interrupting and continuous duty requirements, design protection given utility standards and circuit parameters, and to carry out routine maintenance on protective relaying schemes.

ELCL3003 Electrical Lab Systems
Electrical Lab Systems explains, by practical hands-on experiments, the transmission and utilization of electric power, with particular emphasis devoted to polyphase transformer connections and analysis, and an understanding of transmission line characteristics, including power handling capacity.

ELCL3004 Electrical Machine Design
The general design procedure as it is applied to electrical machines and systems is highlighted, including but not limited to, single and polyphase motors and alternators, transformers, D.C. motors and generators, synchronous machines and solid state control systems. Each student will complete a project to design a machine or system given the required operation specifications and tolerances.

ELCL3008 Programmable Logic Controller
With attention paid to relay ladder logic, non relay, timing and counting instructions, this course explores the programming and operation of the PLC. Math and word instructions are also investigated, along with troubleshooting procedures. There are many programming exercises and examples including interfacing and commissioning of A.C. and D.C. motor control systems.

ELCL3010 Embedded Controls
The concepts and practice of embedded controllers are examined in this program. The student will learn to program and intertace to the 68Hxx and will include both theoretical and practical aspects of embedded control.

ELCL3011 Industrial Electronics
Building on previous electronic courses, the student will study the theoretical and practical aspects of electronic motor control for both DC and AC motors, learning parameter sensing techniques as well as feedback control of essential motor supply parameters.

ELCL3012 Computer Programming I
Contact department for course description.

ELCL3013 Networks and Internetworking
Contact department for course description.

ELCL3019 Measurement Sensors I
Contact department for course description.

ELCL3020 Industrial Controls
Contact department for course description.

ELCL3021 Programmable Logic Controllers I
Contact department for course description.

ELCL3022 Measurement Sensors II
Contact department for course description.

ELCL3023 Data Acquisition and Control Systems
Contact department for course description.

ELCL3024 DC and AC Motors
Contact department for course description.

ELCL3025 Embedded Controls
Contact department for course description.

ELCL3026 Process Control Systems
Contact department for course description.

ELCL3027 Computer Programming II
Contact department for course description.

ELCL3028 Specifications, Prints and Print Reading
Contact department for course description.

ELCL3029 Pneumatic and Hydraulic Controls
Contact department for course description.

ELCL3030 Programmable Logic Controllers II
Contact department for course description.

ELCL3031 Computers in Industrial Automation
Contact department for course description.

ELCL3032 Motion Controls
Contact department for course description.

ELCL3033 Electrical Drafting/Design
Contact department for course description.

ELCL3034 Electrical Power Transmission
Contact department for course description.

ELCL3035 Industrial Electronics
Contact department for course description.

ELCL3036 Industrial Control Systems
Contact department for course description.

ELCL3037 Process Controls and Sensors
Contact department for course description.

ELCL3038 Programmable Manipulators I
Contact department for course description.

ELCL3039 Advanced Industrial Control Systems
Contact department for course description.

ELCL3056 Statistics for Microelectronics I
This introductory statistics course focuses on frequency distribution, probability, and the use of statistics for testing. Special emphasis is made on those topics that relate to microelectronic manufacturing.

ELCL3057 Rework Procedures
This course develops the knowledge and skills required operating hot-air rework equipment, carrying out rework procedures, and performing modifications on a Surface Mount Board.

ELCL3058 Facilities Layout and Flow
This course examines the specialized requirements for facilities designed to support Surface Mount manufacturing operations. Environmental considerations such as contamination and air-borne particulate control, temperature and humidity, architectural issues of material selection, lighting and sound levels are also covered. Specialized electrical system requirements are considered as well as aspects of proper facilities layout for process flow and safety.

ELCL3059 Machine Elements
Students will learn about die and machine design principles at an introductory level and will use these concepts for the design of automated devices. Students will also learn about automated manufacturing systems including handling and transfer equipment and industrial robots.

ELCL3060 Manufacturing Models and Production Control
This course examines some of the important aspects of managing a facility. It looks at methods of controlling manufacturing activities such as assessing facility production and capability, determining incoming material inventory stock levels for Just In Time (JIT) and KANBAN manufacturing, and assessing facility operating costs and staffing needs. Concepts of Total Quality Management (TQM) are also introduced as well as the planning of complete production projects through an introduction to project management software packages.

ELCL3061 Technical Proposal
This course provides students with instruction, guidance, and preparation needed to produce a technical proposal. Course content includes proposal development, research techniques, and documentation and proposal writing. The technical proposal provides the foundation for the eventual completion of the microelectronics project.

ELCL3062 Statistics for Experimental Design
This course is a continuation of Statistics for Microelectronics. It develops the statistical concepts so that they are applicable for industrial experiments. The topics include decision theory, modeling, simulation and the design of experiments.

ELCL3063 Statistical Process Control (SPC) and Test Methodologies
This course addresses two aspects of measuring process and product quality. The first part addresses the methods of data collection and the use of Statistical Process Control (SPC) in evaluating process robustness and stability and prescribing corrective actions. The second part details the process of finished product testing. Methods of analysis and corrective action, along with an evaluation of testing and measurement equipment are covered. The use of Design of Experiments (DOE) in addressing quality issues is also presented.

ELCL3064 Preventative Maintenance I
This introductory course examines the implementation of a maintenance program for process equipment in a Surface Mount Manufacturing facility. The course covers issues including assessing equipment weaknesses, calibrating tools, defining critical spare parts inventory, and planning and implementing major shutdowns.

ELCL3065 Technical Report
This course continues to prepare the student to deliver a professional technical presentation. It introduces the students to current presentation aids and techniques and provides the opportunity to give an oral presentation on a complex technical issue. It provides a non-adversarial environment for the student to present research to his/her peers and industry advisors prior to entering the labor market.

ELCL3066 Microelectronics Project
This course is designed to provide the student with an opportunity to engage in industry activities prior to him/her leaving the learning environment. The student in his/her graduating semester is required to enter into a project reflective of work that he/she might reasonably expect to do within the first year of entering into his/her chosen profession. The project is developed and approved by both his/her faculty and industry advisor. The work is carried out either at the industry manufacturing facility or the college's prototype facility depending on resource availability at the time. The project culminates in the delivery of a technical presentation that reflects his/her research abilities.

ELNC1012 Fundamentals of Electronics
This course presents the fundamental concepts of electricity and electronics and then provides concrete applications of electronics to the manufacture of Surface Mount Printed Circuit Boards

ELNC1013 Fundamentals of Surface Mount Technology
This course covers the evolution of surface mount technology from traditional through-hole printed circuit cards to mixed technology and full double-sided surface mount circuit cards, including planning and preparation procedures required to run a surface mount assembly process.

ELNC1014 Component Handling and Manual Assembly
Students learn to handle electronic and mechanical components including excising, installing into carrier tapes and performing SMD leads for assembly. Students also use, maintain and store soldering stations and related tools (manual soldering) and perform manual surface mount assembly, touchup and rework.

ELNC1015 Process Equipment Operations I
This course develops the knowledge and skills required to use surface mount technology process equipment. Students learn to operate, monitor, control, maintain and troubleshoot SMT equipment Stencil printers and placement (pick and place) equipment are covered in this course. Students learn to operate the equipment in the prototype lab

ELNC1016 Computer Environment/ Operation Basics
This course focuses on computer applications that are specific to a microelectronics manufacturing environment including: operating control consoles, using information systems/process control and creating, manipulating, storing and transferring information in both stand-alone and networked environments.

ELNC1017 Operation of Surface Mount Soldering Equipment
This course develops the knowledge and skills required to operate and maintain solder reflow oven equipment and wave soldering stations. Students learn to monitor, control and troubleshoot the surface mount soldering process

ELNC1018 Placement Operations
This course develops the knowledge and skills required to operate and to maintain placement (pick and place) equipment. Students learn to monitor, control and troubleshoot placement equipment.

ELNC1019 Stencil Printing Operations
This course develops the knowledge and skills required to operate and to maintain stencil printing and materials dispensing equipment. Students learn to monitor, control and troubleshoot the stencil printing and adhesive dispensing process.

ELNC1020 Rework Procedures for Surface Mount Boards
This course develops the knowledge and skills required to operate hot-air rework equipment, carry out rework procedures, and perform modifications on a surface mount, printed circuit board assembly.

ELNC2045 Microcomputer Interfacing
The fundamental requirements and components of simple parallel interfaces are addressed, so that the computer can input information from switches and sensors and output information to relays, SCRs, TRIACs, LEDs and seven-segment displays using polled I/O. Methods of program interrupt and their advantages are applied to typical situations such as "real time" keeping. Complex interfacing techniques are introduced and applied to analog-to-digital and digital-to-analog converters, multiplexed displays and scanned keyboards. Serial interfacing is studied and applied to the interfacing of a video terminal to the microcomputer. The minimum software for testing and troubleshooting of interfaces is emphasized Embedded controllers are introduced as alternatives to hardware interface logic.

ELNC2046 Microcomputer Interfacing Lab
This Laboratory course provides for the construction and testing of address decoders and simple interfaces. Applications of how the microcomputer can measure input and control some processes are explored and applied to stepping motors and duty cycle power control. The student is also shown how the basic microcomputer can be used to interface with the real world with analog/digital interfacing techniques Keyboard and display interfaces and serial video terminal interfaces are connected to the microcomputer, examined and tested

ELNC2047 Personal Computer Systems
Advanced DDS operating system concepts and techniques are introduced such as. Batch files; configuration files; device drivers; extended/expanded memory; file compression and back-up procedures The basics of GUIs is taught with application to the Windows environment. The personal microcomputer is investigated as a complete system. The performance and configuration characteristics of motherboards (ST, AT, 386/486, VESA, PCI), RAM, cache, video display/controllers, floppy disk drives/controllers and hard disk drives/controllers, are examined Applicable diagnostic software is used for trouble-shooting and evaluating system performance

ELNC2048 PC Systems Lab
Hands-on training is provided in disassembling, reassembling, upgrading, configuring, maintaining and troubleshooting personal computers and their components. Recognition of the types of plug-in boards and their compatibility with the motherboard is emphasized. Advanced DDS commands are used and Batch files are written to customize the computer system. Windows 3.1 is installed and familiarization with the GUI environment practiced. Memory is configured for best system performance Diagnostic software/hardware is used for evaluating system performance and for troubleshooting.

ELNC2049 Advanced Personal Computer Systems
The purpose of the Windows configuration files is discussed and their relation to application software and installed hardware investigated. Other current operating systems, DS2, Windows 95, Unix, are compared to DDS and Windows. The theory/operation of various peripheral devices, mouse, printer, CD-RDM, Sound card, Joystick, video monitors, scanner, is discussed along with the driver software required for these devices. Advanced memory management techniques are also considered.

ELNC2050 Advanced Personal Computer Systems Lab
This lab includes hands-on training in connecting/ installing, configuring, maintaining and troubleshooting computer peripherals: printers, disk drives, video monitors, keyboards, CD-RDMs, sound cards and scanners. Various GUI application software. word processor, spreadsheet, database, is installed and Windows configured accordingly. Advanced software is used for troubleshooting and memory management. Hands-on experience is gained with a SMT (surface mount technology) solder station for installing/replacing SMT components.

ELNC2051 Data Communications – Theory
The characteristics of the serial ports on a PC are explained and the software required to link two PCs together for the file transfer described. Principles of the telephone system are discussed and the use and characteristics of modems that allow data communications to take place through the telephone system. Protocols for file transfer between computers, BBS and the Internet are defined and evaluated. FAX machines and FAX theory and protocol is taught and includes the software required for using your PC as a FAX machine Network topologies, cabling standards, internetwork connecting devices, network access protocols, network operating software and network management are introduced

ELNC2052 Data Communications Lab
This laboratory course provides experience with installing/ testing/configuring serial interface cards and modems to allow direct and modem PC-to-PC communication. File transfer will be done using different protocols for comparison. FAX software is installed to allow sending/receiving/ printing of faxes. Network cards are installed/configured and network operating software installed/configured for a peer-to-peer network. Various types of cable connections will be investigated: coax bus, twisted pair with a hub, and fiber.

ELNC2053 Filters and Resonance
This course introduces the properties and applications of passive filters and resonant circuits. Analysis and design of low-pass, high-pass, band-pass and band-reject filters are covered and reinforced with computer simulation.

ELNC2054 Amplifier Circuits
The basic transistor amplifier is developed into multistage amplifiers with special consideration given to coupling techniques and the resultant effects on frequency response, loading and distortion. Power amplifier configurations are discussed, including techniques used for coupling to a loudspeaker.

ELNC2055 Analog Laboratory
Filter circuits are constructed and bandpass or notch frequency characteristics measured and plotted. Various configurations of simple transistor amplifiers are constructed and tested for gain, distortion and frequency response. Practice is given in determining faulty components in a malfunctioning transistor amplifier stage.

ELNC2056 Digital Circuits
Participants will learn how the binary system is applied to the development of all digital circuits, and/or gates, nand/nor gates, flip flops, registers and counters. Encoding, decoding, multiplexing and demultiplexing are more advanced subjects in this course and are applied to typical digital systems: frequency counters, clocks, and digital clocks.

ELNC2057 Operational Amps and Applications
This course covers the basic properties of an Operational Amplifier. Functional amplifier configurations for inverting, non-inverting, summing, difference, integrating, differentiating and comparing are developed and applications of each are discussed. Frequency response limitations and causes of distortion are presented. The use of op-amps in waveform generation is also introduced.

ELNC2058 Linear and Digital Labs
Various operational amplifier configurations are constructed, and gain, distortion and frequency response are measured. The operation and characteristics of current digital integrated circuits are investigated using oscilloscope and logic probe. Basic digital circuits are combined to form practical digital systems. Op-amps and digital circuits may be combined to demonstrate pulse and waveform generation and signal conditioning.

ELNC2059 Operational Amplifier Circuit Design
This subject covers the properties and applications of the OP AMP with emphasis on design. Topics include summing and instrumentation amplifiers, integrators, differentiators, comparators, limiters and active filters.

ELNC2061 Embedded Control Systems
The student will be introduced to the design and applications of embedded controllers. Based on the 68xx series of controllers, the course covers assemblers/cross assemblers and basic interface design (hardware and software).

ELNC2062 Assembler & C Programming
The student will examine the Intel family of microprocessors and some of its instruction set through the use of assembly language programming. 'C' programming is also introduced which will give the student the ability to marry the hardware application to a comfortable user interface.

ELNC2063 Microprocessors and Embedded Controllers
Functional digital components are used as the building blocks of a microcomputer. Emphasis is placed on the microprocessor and bus cycle activity involved in fetching and executing program instructions. The student will write and run machine/ assembly language programs for simple data manipulation and I/O activities. The fundamental concepts of microcomputers are applied to dedicated/embedded controllers used in many current electronic systems. Using microcomputers and embedded controllers, the student will acquire hands on experience in programming and interfacing.

ELNC2064 Video Systems
Beginning with the video camera operation, the course progresses to the principles of B&W and colour monitors, composite video signal, RGB signal, video amplifiers and sweep circuits.

ELNC2065 Surface Mount Technology & Lab
Initially, students learn to solder, then they are introduced to the proper techniques of removing and replacing Surface Mount Devices (SMD). In addition, students gain knowledge in selecting, using and maintaining a variety of special soldering and de-soldering tools and equipment.

ELNC2066 Electronic Communications
The theory of operation of tuned RF amplifiers, basic oscillators, PPLs, AM/FM SSB transmitter and receiver circuits will be discussed. A qualitative coverage of basic antenna and transmission line principles will be included.

ELNC2067 Fundamentals of Process Equipment Systems
This course introduces students to electromechanical, servomotor-controlled, pneumatic and heating systems used in Surface Mount Technology. Programmable logic controllers are covered from hardware and software perspectives, and individual components and subsystems using the technology are discussed in terms of their use in developing process equipment. Industry-specific process equipment subsystems such as reel feeders, re-flow ovens, and wave solder stations, are used as examples and investigated in the prototype lab. This course sets the groundwork for later studies into equipment operation and maintenance.

ELNC2068 Process Equipment Operations II – Interconnect Techniques
Building on Process Equipment Operations I, this course develops the knowledge and skills required to use solder re-work, wave soldering and material dispensing equipment. Issues learned in Component Placement are applied in this course, and students also learn to operate, monitor, control, and maintain equipment.

ELNC3025 Telecommunications Systems I
This course will overview the telephone network, cellular and satellite systems. Detailed analysis and measurement techniques, transmission lines, antennas and fiber optics will be covered, as well as TDM, PM, QUAM and companding methods.

ELNC3031 Thesis Project: Design & Fabrication
Contact department for course description.

ENGL1003 English Skills
This preparatory course focuses on written and oral communication.

ENGL1013 Essential English Grammar
This one semester course focuses on a detailed grammar review covering basic grammar elements, sentence structure and punctuation.

ENGL7002 English
Students will differentiate between descriptive, expository and narrative writing and will prepare short reports and introductory business letters.

ENGL7005 English (Level 1)
The student will review basic language skills, including grammar and usage and will focus on developing reading and writing skills.

ENGL7007 English (Level 4)
Students will develop listening and oral skills through oral presentations, simulated meetings and debates; students will prepare a research paper.

ENGL7008 English (Level 2)
Students will develop enhanced reading and writing skills and review grammar; students will prepare five different types of paragraph.

ENGL7010 English (Level 3)
Students will improve reading rate and will enhance writing skills by preparing short essays.

ENGL7028 English (Level 2)
See ENGL7008

ENGL7030 English (Level 3)
See ENGL7010.

ENGL7031 English (Level 4)
See ENGL7007.

ENGL7065 English (LBS Level I)
See ENGL7007.

ENVR1001 Environmental Science 1
The basic ecological concepts that govern the natural world are explored through the analysis of the "cause and effect" relationships underlying environmental issues. In addition to the many ways in which humans affect the environment, concerns such as overpopulation, energy production and pollution will be examined and possible solutions discussed.

EPI02001 Introduction to Epidemiology
Epidemiology is a basic foundation for hospital statistics and utilization review activities. The in-depth knowledge of disease distribution and disease etiology will continuously apply to operations of health information system. Compiling a variety of hospital data will be done to develop epidemiologic reports, data analyses and participation in clinical trials.

ESL7042 Integrated Skills I
This 8-week course is designed for students with little or no ESL background. It comprises instruction in four skill areas: listening, speaking, reading and writing. Topics include occupations, family, weather, holidays, likes and dislikes. Field trips to places such as markets are also included for language practice.

ESL7043 Pronunciation I
This is an elective course for Level 1 or 2. It trains students to hear and correctly produce morphemes, contractions, linking and syllable stress. As well, individual problems are addressed.

ESL7044 English through Songs
This is an elective course for Level 1 or 2. It is designed to give students instruction and practice in basic aural/oral skills in a fun atmosphere.

ESL7045 Conversation Skills I
This elective course offers students exposure to a variety of ways of expressing themselves, using the language functions taught in Integrated Skills I and II. It develops confidence in oral communication.

ESL7046 Toronto Orientation
This is an elective course for Level 1 or 2. It is designed to introduce newcomers to Toronto. The emphasis is on increasing cultural awareness and developing both conversational and listening skills.

ESL7047 Integrated Skills II
This 8-week course builds on skills acquired in Integrated Skills I. Conversational areas focus on expressing needs and intentions, offering apologies and explanations, and giving simple instructions. Reading exercises increase understanding of written instructions, schedules and charts. Writing exercises emphasize describing past events and future plans.

ESL7048 Level 3 Listening
This course builds on integrated skills acquired in the listening component of Integrated Skills II. Students are taught to comprehend a variety of speech in relevant contexts. As well, they are involved in comprehending media, telephone conversations and instructions.

ESL7049 Level 3 Speaking
This course builds on the oral communication skills acquired in the speaking component of Integrated Skills II. It involves students in using a variety of language functions in relevant situations, such as giving and responding to requests and invitations.

ESL7050 Level 3 Reading
This course builds on the skills acquired in the reading component of Integrated Skills II. The emphasis is to improve reading comprehension and vocabulary. It includes reading for the main idea and practice in skimming and scanning, using a range of authentic texts.

ESL7051 Level 3 Writing
This course builds on skills acquired in the writing component of Integrated Skills II. The content includes practice in intermediate grammatical structures, building more complex sentences with clauses and phrases, and developing short comparison and narrative paragraphs.

ESL7052 Pronunciation II
This elective course introduces students to the rhythm of the English language through the study of a variety of stress patterns and reduced forms of function words. Activities such as games, songs, dialogues and drills are used.

ESL7053 Remedial Grammar
This elective course is intended for those students in Levels 3 and 4 whose weaknesses in grammatical structures prevents them from accurately expressing their ideas in writing and speaking. The content includes instruction and practice in intermediate grammar structures, with a focus on correct usage of verb tenses and modals.

ESL7054 Idioms
This elective course is designed to introduce high-frequency idioms in context. Students analyze their meanings and practice using them in a variety of activities.

ESL7055 Conversation Skills II
This course aims to develop learner confidence and effective performance in conversation. Students are taught to express themselves appropriately, using a variety of language functions. They practice listening and speaking with a focus on cultural appropriateness.

ESL7056 TOEFL Preparation
This elective course is intended for students who need to take the TOEFL test. It familiarizes students with the format of the test, improves their test-taking skills and provides preparation in the four skill areas of English.

ESL7057 Preparation of School Newsletter
This elective course is designed to provide students with the language skills necessary to produce an intensive language program newsletter. Emphasis is placed on information gathering (interview and research), as well as on writing skills.

ESL7058 Level 4 Listening
This course develops the skills acquired in Level 3 Listening. In addition to comprehending a broader range of language forms and functions, learners are involved in understanding some detail in social, technical and media communications.

ESL7059 Level 4 Speaking
This course builds on the skills acquired in Level 3 Speaking. It prepares learners to communicate with increasing effectiveness and confidence, using a greater range of language functions and communication strategies in relevant contexts.

ESL7060 Level 4 Reading
This course builds on skills acquired in Level 3 Reading. It includes reading for accuracy and practice in predicting what information is likely to follow.

ESL7061 Level 4 Writing
This course builds on skills acquired in Level 3 Writing. The content includes instruction and practice in developing descriptive paragraphs, letters and short reports.

ESL7062 Level 5 Listening
This course builds on the comprehension skills in Level 4 Listening. As well as comprehending complex language forms and functions, learners are involved in comprehending attitudes, facts and ideas. Students are exposed to all communication in a wide variety of contexts.

ESL7063 Level 5 Speaking
This course builds on the skills acquired in Level 4 Speaking. It develops competence in intermediate oral fluency. Learners are prepared to communicate with increasing ease and effectiveness in more complex language functions and communication strategies in relevant situations, such as expressing opinions on familiar topics.

ESL7064 Level 5 Reading
This course builds on skills acquired in Level 4 Reading. It includes finding factual and statistical information, extracting general meaning, and recognizing supporting points in authentic passages.

ESL7065 Level 5 Writing
This course builds on skills acquired in Level 4 Writing. The content includes instruction and practice in writing coherent and effective paragraphs, summaries and reports. Grammar, spelling and punctuation are studied and reviewed as required.

ESL7066 Pronunciation III
In this elective course, students are given further practice in the concepts covered in Pronunciation I and II. The concepts of sentence stress and intonation are introduced. Students practice analyzing their own speech and develop strategies for improvement.

ESL7067 Pathfinder I
This elective course is a self-paced computer-managed review of the structures most useful in the production of process paragraphs and essays. After reviewing these structures, students produce a final paragraph or essay.

ESL7068 Pathfinder II
This elective course is a self-paced computer-managed review of the structures most useful in the production of comparison or contrast paragraphs and essays. After reviewing these structures, students produce a final paragraph or essay.

ESL7069 Pathfinder III
This elective course is a self-paced computer-managed review of the structures most useful in the production of cause and effect paragraphs and essays. After reviewing these structures, students produce a final paragraph or essay.

ESL7070 Level 6 Listening
This course builds on the skills and strategies acquired in Level 5 Listening. Students are trained to comprehend complex instructions and lectures, as well as a wide range of language forms, functions and communication strategies in varied contexts.

ESL7071 Level 6 Speaking
This course builds on skills acquired in Level 5 Speaking. It develops competence in advanced oral communication. It prepares learners to use a wide range of language functions and communication strategies in complex and varied contexts, such as giving instructions on technical tasks.

ESL7072 Level 6 Reading
This course builds on skills acquired in Level 5 Reading. It includes reading authentic multi-purpose texts with a less familiar context and learning to read analytically.

ESL7073 Level 6 Writing
This course builds on skills acquired in Level 5 Writing. It prepares students to write at the college level. Time is allotted for the development of computer skills necessary to produce essays, summaries and formal letters.

EST1003 Estimating I
Contact department for course description.

EST2003 Estimating II
Contact department for course description.

EST3001 Electrical Estimating
Theory followed by assigned projects introduces the student to the Electrical Technology program and to the basis of electrical estimating in general, including estimating procedures, material costs, labour costs, takeoff of material and labour and final estimates.

FASH1001 Computer Grading and Marker Making
On the AccuMark 300 computer system, students will acquire the skills for computer grading and marker making through theory lectures, practical demonstrations and hands on experience. Prerequisite: 8- average or better in FASH1042.

FASH1002 Pattern Drafting System
This is an introductory course in computer pattern drafting that will provide students with an awareness of the AccuMark 300 computer system and the PDS tools needed to create patterns accurately and efficiently. Prerequisite: B+ average or better in first year pattern drafting.

FASH1006 Fashion Merchandising I
Fashion Merchandising I is an introductory course, including theoretical and practical concepts that acquaint students with the fundamentals of fashion and merchandising.

FASH1007 Fashion Promotion
This course is a practical introduction to fashion promotion, providing a balance between theory and practice with a primary focus on advertising planning.

FASH1008 Visual Merchandising
Classes will focus on the planning, designing and merchandising of a fashion store to reflect its marketing personality. Prerequisite: FASH1007.

FASH1014 Colour/Design
This course introduces modern colour theory, colour interaction and the application of colour theory to garment design with respect to basic design principles.

FASH1030 Fabrics I
An introduction to the textile industry, the objective of the course is to ensure that any student wishing to enter the fashion industry will be cognizant of the types of textiles used in design and manufacture of apparel. It details the industry structure and the components of textiles: fibre, yarn, fabric, construction, colour application and fabric finishes.

FASH1031 Fabric Analysis
Focusing on the interpretation of textile structure and properties on fashion products, fabric swatches are analyzed for end use applications and suitability. Prerequisite: FASH1030.

FASH1033 Technical Illustration
Although this is not an "art" drawing course, students learn how to illustrate garment ideas with all necessary technical details in a simple and clear image, allowing a pattern maker to easily understand and interpret.

FASH1042 Grading Blocks
Students will be introduced to the industrial method of generating multi-sized production patterns from one standard size garment form. Master patterns (blocks) are used to become familiar with the grading machines and the mechanics of grading.

FASH1045 Practical Work Experience
During the Practical Work Experience of 8 weeks (320 hours), the student will work in the industry with the objective of applying theoretical knowledge in an apparel business environment.

FASH1046 Sewing Lab and Pattern Technology
This course focuses on the use and operation of industrial sewing equipment, and the purpose and function of pattern generation as related to apparel production.

FASH1052 Apparel Manufacturing
This subject introduces the student to the concepts of apparel production, industry structure, organization of apparel firms, and the special economic climate of the fashion industry.

FASH1055 Pattern Drafting I
The basic methods of pattern manipulation regarding darts, seams and other fundamental styling details are taught in relation to skirt designs.

FASH1056 Pattern Drafting II
Students continue to develop their pattern drafting skills as they explore fundamental styling details in relation to pant designs.

FASH1057 Elements of Construction I
Students are trained in the operation of industrial power sewing machines. By means of demonstrations and practice on muslin samples, sewing techniques for style details used on skirts and pants are examined.

FASH1058 Garment Construction I
Following demonstrations, class participants learn the industrial construction techniques by sewing practice skirts. Co-requisite: FASH1057.

FASH1061 Torso Drafting
A continuation of FASH1055 & FASH1056, this course demonstrates the more complex pattern manipulations for blouse styling. This includes drafting of set-in sleeves, collars, bust dart shaping and simple body detail. Prerequisite: Semester I Drafting. Co-requisites: FASH1062, FASH1063.

FASH1062 Elements of Construction II
Students learn sewing techniques for pants and blouses, through demonstrations and practice on fashion fabric garments in the sewing labs.

FASH1063 Garment Construction II
Personally designed skirts, pants and blouses will be produced in fashion fabrics adhering to industry standards. Prerequisite: Semester 1 Sewing and Drafting. Co-requisite: FASH1060, FASH1061, FASH1062.

FASH1066 Apparel Sourcing
An introductory course addressing the scope and nature of apparel sourcing, major sourcing options available to the apparel producer and fashion retailer are examined in detail. Prerequisite: FASH1030

FASH1067 Fashion Internship
This course helps the student gain information about the work place requirements as per researching, finding work, getting placed and reporting the experiences they have at their industry internship.

FASH1068 Fashion Buying Simulation
This course bridges the gap between the principles of fashion buying and mathematical formulas and concepts. Prerequisite: FASH2003

FASH1080 History of 20th Century Fashion
This overview course leads the student through the evolution of fashion in the 20th century with the respective social and economic influences.

FASH1107 Fabric Science
Students will study the various aspects of fabrics and their relationship to apparel design.

FASH1114 Apparel Technology
This course will provide Fashion Management students with a systematic approach to evaluating Apparel Production operations such as cutting room planning, garment construction process, facilities planning, lay-out and design.

FASH2003 Fashion Buying
This course emphasizes the current practices and procedures used in fashion buying and merchandising. Prerequisite: FASH1006.

FASH2004 Apparel Marketing
Through this introduction to modern marketing functions, principles and concepts, class participants will examine how these theories are applied in actual marketing management practice in the apparel industry.

FASH2007 Garment Costing – Computer Based
Applying the computer skills mastered in previous semesters, and using mastery learning, the students will prepare a workbook establishing and detailing apparel product cost sheets.

FASH2008 Apparel Marketing – Advanced
This course is a continuation of the study of marketing in the apparel industry with a focus on more advanced marketing principles and concepts. Prerequisite: FASH2004

FASH2027 Textile and Fabric Manufacturing
In this course the focus is on textile manufacturing. Visits to manufacturing firms will be interwoven with fabric structure research. Prerequisites: FASH1030, FASH1031.

FASH2034 Pattern Grading
A continuation of FASH1042, Pattern Grading will lead class participants to grade production patterns on manual grading machines as required by a design team. Prerequisite: FASH1042

FASH2035 Apparel Systems
The content of Apparel Systems will give the student an overview of traditional apparel manufacturing systems, followed by recent developments in mechanization, automation currently available, and examining leading edge technology systems of today and tomorrow.

FASH2038 Advanced Torso Drafting
Students examine mass production drafting, including body shaping, raglan and kimono sleeves and tailored collars used in day dress styling. Students also explore the drafting methods used in styling evening dresses, including advanced styled necklines, cowls and cut-outs. Prerequisite FASH1061.

FASH2039 Elements of Construction III
In the sewing lab, students learn the professional sewing techniques for details of dresses and tailored garments through demonstrations and samples. Prerequisite: Semester 2 sewing courses. Co-requisite: FASH2040, FASH2041.

FASH2040 Garment Construction III
Following demonstrations of the sewing techniques in the industrial sewing lab, students construct, to production standards, a classic tailored jacket in fashion fabric. Co-requisite: FASH2039.

FASH2043 Advanced Coat/Jacket Drafting
This advanced drafting course demonstrates the three-layer construction of coats and jackets. Included are advanced collars and cut-in-one sleeves. Prerequisite: FASH1061.

FASH2044 Master Pattern Study
As an advanced comparison study of different sets of torso blocks, this course may include drafting and/or draping body blocks, copying a finished garment, drafting knits and/or bias body styles. Prerequisite: FASH2038

FASH2045 Dress Style Development
Consulting with the teacher in the sewing lab, original day or evening dress styles will be constructed to first sample professional standards in fashion fabric on industrial equipment. Prerequisite: Semester 3 Sewing and Drafting Co-requisite: FASH2047.

FASH2046 Coat/Jacket Style Development
Working in the sewing lab under consultation with the teacher, class participants "build" their original designs of lined coats and jackets to first sample completion using industrial equipment. Prerequisite: Semester 3 Sewing. Co-requisites: FASH2043, FASH2044.

FASH2048 Textile Laboratory
This course is focusing on textile testing and performance expectations. The Textile Lab will be heavily used to conduct tests on textiles and the results will be interpreted by comparing them to industry standards. Prerequisite: FASH2027.

FASH2050 Draping
Basic techniques of creating garments through pinning/cutting directly into fabric will be explored. Six or more basic draping demos will lead to students' individual designs on the dress form.

FIN1001 Canadian Securities I
This course introduces the student to the fundamentals of investment finance; suppliers and users of investment capital; financial statement analysis, government and corporate bonds and debentures.

FIN1002 Canadian Securities II
This course examines common and preferred shares; factors affecting securities prices; buying and selling equities, mining and oil securities, special types of securities, tax laws and the investor, building and managing an investment portfolio.

FIN1003 Financial Services Industries in Canada
This course will rely heavily on guest speakers so that the student will receive current information on the products/services offered by financial planning and brokerage firms, banks and trust companies, mutual fund and insurance companies.

FIN1008 Money, Banking and Finance
Contact department for course description.

FIN2003 Residential Mortgages/Budget and Saving: Planning and Financial Planning
Introduces the general principles of financial planning, budgeting and savings with emphasis on selecting a residential mortgage as a prime financial objective. Equivalent: FIN2016. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2004 Retirement and Estate Planning
Introduces the general aspects of retirement planning, including pensions, annuities and investment products. The estate planning portion of the course focuses on how to effectively distribute assets to heirs after retirement needs have been met. Equivalent: FIN2017. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2005 Tax Planning
The student is provided with a working knowledge of the Income Tax Act. Topics covered include choice of investment through differential tax rates for income, dividends and capital gains, retirement planning through RRSP's and pension plans, and estate planning through the tax tree pass-through of insurance proceeds.

FIN2007 Investment Management
This course focuses on the mix of assets that would provide the most satisfactory solution to meeting a long term set of financial goals. The concept of asset allocation is discussed. Historical returns on various types of assets and the implications of these returns are examined.

FIN2008 Financial Planning Case
This course is designed around a financial planning case. The student will demonstrate the process of developing a comprehensive plan for a hypothetical family and conduct an annual review of that family's comprehensive plan. Budgeting and savings, risk and insurance, tax planning, retirement planning, estate planning and investment planning will be used in the development of this plan.

FIN2013 Field Placement
This course introduces the student to the workplace setting through field placement.

FIN2014 Field Placement
This course is a continuation of FIN2013.

FIN2020 Derivative Investment Products I
An introduction to futures, forward and options. Examines the features and benefits of each derivative product. Particular attention is paid to the uses and risks of derivative strategies. Equivalent: FIN1010. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2021 Derivative Investment Products II
An introduction to options. Examines the features and benefits of options. Particular attention is paid to the uses and risks of option strategies. Equivalent: FIN2018. Prerequisite: Successful completion of the Canadian Securities Course.

FIN4001 Banking and Finance
In this course the student is introduced to the study of international trade as it is affected by international banking relations and other aspects ot tinancing trade between countries. interest rates, balance of payments, exchange rates. It covers the process ot tinancing international trade, and includes the study of international risk – financial, political, commercial and toreign exchange.

FLEX2001 Machine Printing Flexography
This is a basic course in the tundamentals ot tlexographic printing. It covers safety and housekeeping, lubrication, roll teed and web tension, the printing units, services of press ot air, water, gas and electrical controls, oven drying, roll rewind, circulating pump for inking systems, tlexographic inks and their compatible solvents, ink viscosity measurements, rubber plates, Anilox rolls ink metering systems, position and register, substrates, running problems and corrections.

FNAR1001 Foundation Art
This is a course in the conventional representation ot three dimensional objects by treehand and mechanical drawing methods. Techniques ot rendering volume in line and value studies. Perspective techniques. Perspective projection from orthographic diagrams

FNAR1003 Film Studies
This course explores the use of the camera, editing, lighting, sound and other aspects that make up tilm art, in fhe context ot the history of movie-making. Students will develop a critical eye and an appropriate vocabulary for viewing and analyzing films.

FNAR1005 Canadian Film Studies
This survey ot Canadian film places particular emphasis on world recognition ot National Film Board of Canada and present day film and TV producfion in Canada.

FR1001 Introduction to French Culture, History and Language
This course concentrates on aspects ot French culture, society and language in a Canadian context.

FR1002 Francophone Canada: Culture, History and Language
This course concentrates on Francophone culture, history and intermediate language used primarily in a Canadian context.

FURN1001 Upholstery I
This course introduces students to methods of upholstering, from a footstool to a tub chair. Basic method ot springing, stuffing, measuring, cutting, sewing fabric and tinal applications ot tabric are taught.

FURN1003 Technical Drawing I
This course is intended to provide the furniture students with the basic drawing skills and the ability to read shop drawings. In addition to class assignments in lettering, the use ot the scale ruler, layout, dimension, etc., students will make shop drawings ot all woodworking projects.

FURN1006 Cabinet Making and Wood Machining I
Instructional times will look at the sate use of hand tools and both portable and stationary power tools such as radial arm saw, jointer, thickness planer, table saw, band saw and the wood lathe. Through lectures and demonstrations students will create hand tool and machined projects.

FURN1007 Woodworking Theory and Materials I
Woodworking Theory I lectures will have a focus in the tollowing areas: handtools, portable power tools, stationary power tools, lumber, plywood, adhesives, abrasives and fasteners.

FURN1008 Upholstery Theory and Materials I
In this course, terminology, communication, material and tools that go into the manutacturing of upholstered turniture are studied in depth.

FURN1012 Furniture Finishing I
Introduction to tinishing materials. Health and safety precautions. Surface preparation A simple tinishing schedule Mixing and applying various types ot stains. Applications ot various coating materials. Introduction to spraying equipment Rubbing schedules (finishing the tinish). Applying various types ot clear coatings.

FURN1014 Furniture Finishing II
Introduction to painted tinishes (taux tinishing). Colour mixing theory. The use of glaze for antiquing. Finishing the tinish.

FURN1016 Technical Drawing II
Building on the material introduced in Technical Drawing (FURN1003), the last semester will introduce isometric and perspective drawing, as well as geometric construction for furniture building and full size shop layout.

FURN1019 Upholstery II
This course is a continuation of Upholstery I and will cover the making of a Queen Anne wing chair. All projects start from existing frame and are completed betore they are taken home.

FURN1020 Upholstery Theory and Materials II
In this course upholstery tabric, tibre sources and techniques on how to cut the tabric are among the subjects of discussion.

FURN1021 Woodworking Theory and Materials II
Woodworking Theory II lectures will have a tocus on the following areas: grading-detects, sharpening, seasoning lumber, veneer, joinery and saw blades.

FURN1022 Cabinetmaking and Wood Machining II
The second session of machining will put emphasis on the wood lathe. Following demonstrations and drawings, students will again produce wood projects.

FURN2001 Technical Drawing IV
Through this introduction to the use ot Auto Cad design software, students will learn how to make two dimensional drawings on the computer and how to dimension these drawings and plot them onto paper. There will also be a demonstration of computer controlled machinery.

FURN2007 Furniture Design I
Introduction to practical furniture design. Engineering basics. stability and strength of turniture. Ergonomics fundamentals. Materials – wood, metal and plastics. Construction Details – hardware and fasteners. Sketching in single plane and in 3D.

FURN2008 Furniture Design II
Various approaches to methods in designs. Sketches, drawings, models, working drawings and prototypes.

FURN2010 Cabinetmaking and Wood Machining III
The student will work on various veneering techniques that involve veneering a flat surface, a curved surface, an edge and edge bonding. Students will also work on given shop projects.

FURN2011 Upholstery III
In this course, the students will continue to improve their skills on projects, such as semi-attached inside back, diamond tufting, channel back, typing coil springs, installing soft edge sinuous springs, measuring, cutting and sewing.

FURN2012 Upholstery IV
In this course, the students will continue to improve their skills in re-upholstery (recovering). Students will work on used upholstered furniture. Students will be taught the procedures tor recovering, stripping, repairing springs and frame, repadding, retyping springs, reconstructing cushions (toam, springs or loose fillings), measuring, cutting and sewing.

FURN2013 Technical Drawing III
Students will continue to practice drawing skills learned in Technical Drawing I and II. In addition, geometric constructions, along with material calculation and costing, are studied.

FURN2015 Cabinetmaking and Wood Machining IV
The students will continue to make turniture trom given drawings, and will also design and build a chair.

FURN2016 Principles and Elements of Design
Through a series of lectures and visual presentations, this course offers an introduction to the basic principles, elements and theories of design. Studio based projects and class critiques will develop both visual and verbal communication skills and problem solving capabilities with an emphasis on interior design and decorating. The course will also provide an overview of interior window, wall and floor coverings and finishes.

FURN2017 Woodworking Theory III
Woodworking Theory III lectures will have a focus on the tollowing areas: finish hardware, machine joinery, glass in furniture, plastic laminate and solid surfacing material, industry standards for kitchen cabinets and chair theory

FURN2018 Furniture Finishing III
This course deals with the finishing of open grain woods Repairing a finish, introduction to burn-in and touch-up materials

FURN2019 Upholstery Theory III
In this course there will be a practical study of pattern making, graph paper plotting (layouts). Slip covers and sott edge coil springs suspensions are examined.

FURN2020 Woodworking Theory IV
Woodworking Theory IV lectures will have a tocus in the tollowing specialty areas: interior trim, paneling, stair terminology, calculations, layout, handrail systems and door and window construction.

FURN2021 Furniture Finishing IV
The tocus ot this course will be applying the skills students gained trom Finishing I, II and III.

FURN2022 Upholstery Theory IV
In this course there will be a practical study ot maintaining and repairing the basic upholstery sewing machine. Re-upholstering techniques, stitch edge, cane and restorations ot furniture are examined.

GERT1002 Fitness for Seniors
This course will tocus on providing the knowledge and skills necessary to promote and maintain fitness for seniors who have a wide range ot abilities. Specific topics will include the components ot titness classes, leadership skills and adapting exercises tor a variety of medical conditions.

GERT1004 Program Planning, Development and Evaluation
This course will examine principles used in the planning and development of activity programs. Emphasis on meeting the psychological needs ot the elderly through programming will be explored. Techniques for evaluating programs will also be discussed

GERT1006 Leisure and Creative Activities
The student will study retirement as a stage in life and develop skills needed to analyze the physical, social, emotional, intellectual and spiritual aspects of leisure activities. Techniques used to adapt activities to meet the needs of elderly people with special needs will be discussed A selection of cratts will be demonstrated and discussed while others will be practiced. Resources and approaches tor setting up activity areas in a senior centre or long term care agency will be discussed.

GERT1010 Special Needs
In this course students will have the opportunity to learn about the use of assistive devices that seniors with special needs may require. The proper operation of wheelchairs is demonstrated and practiced. The use of hearing aids is demonstrated. Communication skills with seniors who have visual, hearing or speech impairments are discussed. Back care for health care professionals is studied.

GERT1012 Assessment Skills
Learn the skills needed to assess an individual's physical, social, emotional, intellectual and spiritual needs and interests. Techniques for performing a helping interview with the elderly client, forms used for the purpose of recording assessment finding and charting techniques in current use in the field will be discussed.

GERT1014 Psycho-Geriatrics
This course examines behavioural disturbances with emphasis on those most commonly found in the elderly population. Topics include chronic mental health problems, such as depression, delirium, personality disorders, suicide and addictions.

GERT1015 Therapeutic Programming I
Learn about programs designed to meet the psycho-social and physical needs of the moderate to severe cognitively impaired elderly client. Theoretical and practical techniques used to develop specialized programs will be examined. Evaluative methods that determine the effectiveness of these programs will be discussed.

GERT1018 Field Practice I
Supervised field work is an integral part of the program. Job skills will be developed through placement in a variety of programs and facilities. Students will be required to gain experience in both institutional and community agencies. Field Practice I is a prerequisite for Field Practice II. Must be taken concurrently with Field Work Seminar I and II courses.

GERT1020 Field Practice II
See GERT1018.

GERT1025 Field Work Seminar I
Students meet weekly with faculty advisors to discuss common concerns and explore issues raised in Field Placements. The seminar provides an opportunity to integrate academic and practical learning experience in a small group. To be taken concurrently with Field Practice I and II.

GERT1027 Field Work Seminar II
See GERT1025.

GERT1030 Gerontology
Contact department for course description.

GERT1033 Introduction to Gerontology
This course provides students with a general overview of the field of gerontology. Psychological and social issues which impact upon aged individuals are examined. Theoretical, historical and practical approaches are utilized to provide a broader understanding of what it means to be an older adult in Canadian society.

GERT1035 Alzheimer's Disease and Related Disorders
This course familiarizes students with all aspects of caring for someone with Alzheimer's Disease or related disorders. The focus is on the disease process as it impacts on the client, the caregivers, society and the service providers in the community.

GERT1036 Organization and Management Skills I
Contact department for course description.

GERT1039 Values, Ethics and Professionalism
This course will enhance the student's understanding of the ethical and moral issues that arise when working in a variety of settings with older adults as an activation co-ordinator.

GERT2004 Organization and Management Skills
This course will focus on the generic principles of organization and management as related to the operation of an Activation Department serving the needs of elderly clients. This could be in a long term care facility or a community agency.

GERT2006 Community Resources
This course utilizes case study analysis as a method to examine the community resources utilized to meet the needs of the elderly living in the community. The student will identify, classify and analyze existing social services. Guest lecturers from community agencies are featured in this course.

GERT2009 Field Practice III
To be taken concurrently with Field Work Seminar III and IV, this course provides further opportunities for development and integration of applied skills. Prerequisites: GERTI018, GERTI020.

GERT2011 Field Practice IV
To be taken concurrently with Field Work Seminar III and IV. Prerequisites: GERTI018, GERTI020.

GERT2016 Field Work Seminar III
To be taken concurrently with Field Practice III and IV. This course provides opportunity for group discussion, problem-solving and support. Prerequisites: GERTI025, GERT1027.

GERT2018 Field Work Seminar IV
To be taken concurrently with Field Practice III and IV. Prerequisite: GERTI025, GERTI027.

GERT2023 Social Policy and Governance
Students will become familiar with the legislation governing services for seniors. This legislation will be examined in relation to basic standards and guidelines. Other non-governmental standards and guidelines will be examined in relation to their impact on services to seniors.

GERT2028 Therapeutic Programming II
Learn about the benefits of horticultural therapy, the importance of touch, creative arts, pet therapy and more. Evaluation tools will be discussed and therapeutic tools will be utilized in Field Practice with elderly clients.

GHUM1000 Images of the Family in Art
Contact department for course description.

GHUM1026 Introduction to Canadian Literature
What makes us 'Canadian'? What constitutes the 'Canadian' experience? Most of us don't know. All too frequently the Canadian voice gets swallowed up by the noisy racket of our American neighbour to the south or the vast and rather frightening silence of the wilderness to the north. One of the central themes of this course is the way an authentic voice (or voices) emerged as this country was gradually inhabited. Other themes: how our history and geography have affected us, how we differ from Americans; what Quebec is all about, how our regions differ; what makes us distinctive in the world today. All these questions are explored through writings from early days to the present. After this course, you won't see Canada the same way. You may not see yourself the same way, either.

GHUM1076 Holistic Health and Alternatives
This course will lead students in the critical examination of traditional western health care and compare it with alternative practices. Registrants should expect a lively and interactive class in which personal health and lifestyle choices are discussed.

GHUM1145 From Galleries to Graffiti
From Galleries to Graffiti examines the roles of workers and the arts in our society. What is art? What is culture? Should art be created and appreciated for its own sake, or should it have a message? Who is represented (and left out) in traditional art? Who does the work of representing? What role does the media play in shaping art and our understanding of it? What are artists' working conditions? These and other questions will be analyzed by examining examples of popular culture, visual art, textiles, films, video, music, literature and theatre, and by meeting local artists. Through this examination, students develop a critical perspective on various social and labour issues. Students will also have an opportunity to create artwork on some of the social themes discussed.

GHUM1169 Hope and Hardship
Most of us are immigrants; in fact, Canada's history is one of wave after wave of immigrants from all over the world. Hope and Hardship offers an innovative view of Canada's working history, giving students a chance to document themselves and their family within this history. Using a variety of methods, including film, literature, guest speakers, oral history and "case studies," immigrant achievements, losses, contributions and disappointments are explored. The impact on Canadian First Nations, Unions, social and economic systems are examined, and events that have been highlighted or omitted are analyzed.

GHUM1171 Jazz: Its History and Cultural Influences Worldwide
This course examines the roots and evolution of the musical expression Jazz. We will learn about the various eras and styles of jazz music from the early Blues and Dixieland music of the American South, to modern day, through to Fusion and Free Jazz. We will examine the lives of some of the jazz giants of the Twentieth Century and study connections between jazz and other art forms such as dance, theatre, and film. We will also discover the cultural influences of jazz worldwide.

GHUM1173 Quilts: As Social Reflection
The patchwork quilt, long thought of as a bedcover only, tells many stories (particularly women's stories). This course will explore the aesthetic, historical, social and political significance of quilts and quiltmaking. The role of quilts in important social movements, such as the Underground Railroad, the AIDS memorial and breast cancer awareness, will be demonstrated. Quilts will be viewed as both traditional and utilitarian craft, and contemporary textile art. Students will have the opportunity to discover international quilting traditions and to participate in their own making of a "quilt block". Sewing experience is not required.

GHUM1174 Politics of Language
Are we politically correct or just plain political? What is the connection between the words we use and the politics we hold? How is language a political tool? This interactive and exploratory course examines how the words we speak, write, read and hear reflect political postures.

GNED General Education Elective
These are elective courses in the areas of psychology, sociology and the humanities.

GNED General Education Elective
The student will be able to choose from a list of General Education elective courses that will be offered.

GNED1003 General Education Foundation
This inter-disciplinary course introduces students to the perspective of the arts and humanities, social sciences and science technologies by exploring some of their key contributions to understanding the changes currently facing individuals and communities in Canada.

GNED1004 Environmental tssues in Technology

Contact department tor course description.

GNED1013 General Education Foundation

This inter-disciplinary course introduces students to the perspective of the arts and humanities, social sciences and science technologies by exploring some of their key contribution to understanding the changes currently facing individuals and communities in Canada

GNED1016 Foundations tor Humanities, Arts, Technology and Science

This general education course introduces students to the perspectives of Science and Technologies, Social Sciences, the Arts and Humanities by exploring some ot their key contributions to understanding the changes currently facing individuals and communities in Canada and the modern world. Students will examine selected issues in terms of historical context, theoretical foundations and contemporary implications.

GNED1017 Children's Literature

This course will focus on 19th and 20th century literature tor children, providing an historic look at early European children's literature, including works by Perrault and Grimm up to modern day literature. Students will also look at collections ot books according to genre (fairy tales, problem novels, fantasy). The majority of books will be "classics" in children's literature. However, some popular literature will also be examined.

GNED1018 History ot the Family

Contact department for course description.

GNED1019 Global Transtormation

As students expfore the interrelatedness of global environmental and human systems, they examine the frameworks ot global education, ecological transtormation and technological impacts trom a feminist perspective.

GNED1020 International Interactions

Global competition requires knowledge and understanding of various cultures, as well as knowledge of the competition. This course will help students develop a socio-cultural awareness which could lead to better business interactions in the world marketplace.

GNED1021 History ot Costume

This overview course leads the student through the evolution of fashion with the respective social and economic influences of the time.

GNED1022 Building Science and the Environment

This course is an in-depth study of building structures as an integrated system, the causes and effects ot changes to the building envelope and its effect on both the internal and external environment. Environmental change with regard to materials, their toxicity, placement and disposal is also studied in the context of knowledge required of a renovation contractor.

GNED1024 Environmental Science

This course explores the basic ecological concepts that govern the natural world. It analyses the "cause and effect" relationships underlying environmental issues. The many ways in which humans affect the environment will be investigated. Concerns about various types of pollution will be examined and possible solutions discussed.

GNED1025 Speaking with Contidence

Through an examination ot contemporary issues, this course aims to enhance students' understanding of themselves and the society in which they live. As well, the course is designed to improve students' oral presentation skills. Students will learn effective oral presentation skills, the impact ot the non-verbal aspects of communication, and listening and evaluating skills.

GNED1026 Introduction to Canadian Literature

Students are introduced to literary theory and techniques of literary criticism by examining poetry, fiction and other torms of writing. The possibilities tor defining a national literature, developments in Canadian literary history and strategies tor the detailed reading of works of literary art will be discussed.

GNED1027 Personal Finance

This is a practical and theoretical course in personal financial planning. Topics covered include personal income tax, wills, insurance, retirement, saving and investing, stocks and mutual funds and home mortgages. The course will also look at some of the socioeconomic issues surrounding these topics.

GNED1028 Politics and Contemporary Issues

How does politics impact on your life and future? What happens to Canada if Quebec separates? Can aboriginal selt-government work? How can we effectively influence politicians today? Is Canada even governable any longer? This course uses current issues to introduce students to Canadian politics and society in a practical, lively way Includes a field trip to Queen's Park or City Hall.

GNED1029 Drganizational Psychology

Contact department tor course description.

GNED1030 Women's Studies

This foundation course introduces the diversity of thought in current Canadian and western teminism, and explores and critically evaluates the major issues, the historical dimension ot women's struggle for the emancipation, and the effect of cultural, philosophical and religious traditions

GNED1031 Microeconomics

An introduction to the principles of microeconomics including: supply and demand analysis; elasticity; price determination; the market system; government intervention; production cost analysis; forms of competition: perfect competition, monopoly, oligopoly and monopolistic competition; labour markets and unionism, distribution of income and wealth; competition policy

GNED1032 Macroeconomics

This is an introductory course in macroeconomics that will give the student an understanding ot inflation, price level, unemployment, gross domestic product, and fiscal and monetary policy. The role of the banking system in an economy, how governments intervene in the economy in order to stabilize it, interest rates and why countries trade are also examined.

GNED1034 Introduction to Economics

Starting with the fundamental question, "What is economics?," this introductory course familiarizes students with economic principles and examines current major economic issues in Canada such as inflation, unemployment and government programs and regulations created to deal with such problems.

GNED1035 8usiness Law

Concentrating on the laws affecting people conducting business in Canada, this program specifically examines legal terminology, civil law, legal agreements and contracts within a business context.

GNED1037 Human Growth and Development

Helping the student understand the changes that occur in human development, this survey course will examine human growth and development from adolescence to death. The focus will be on the physical, social, cognitive and emotional development.

GNED1038 Sociology: A Critical Approach

An introduction to basic concepts of sociology and the basic perspectives ot sociological thought, which are then applied to the analysis of social institutions, communities, and small groups.

GNED1039 Values, Ethics and Protessional Issues

This course will offer broad theoretical concepts of ethics that are specific to the interpreter's interactions with consumers. The student will learn of AVLIC's Code of Ethics and that of other professions. The student will analyze case studies to develop knowledge of appropriate ethical behaviour and decision making skills relating to interpreting.

GNED1043 Living with Dying

Since each one of us eventually must face our own death, and since many of us are left to grieve when persons we love and care for die, "Living with Dying" will provide the knowledge to help us cope better with those eventualities. Drawing from disciplines including philosophy, ethics, psychology, sociology and the anatology, students will be helped with answers to such questions as "What should I say to someone who has experienced a death? Are there things that I should not say or do? What should f do to be prepared for my own death? Are my fears normal? Am I grieving the way f should? If I'm suffering, is euthanasia an option? Is there really proof of life after death?"

GNED1044 Boundaries ot Science

What are the chances that intelligent lite exists elsewhere in the Universe? (Almost certain.) What kind ot marine life can exist in the Earth's oceans 2,000 teet below the surface? (A lot more than scientists expected.) Did the ancient Egyptians use magic or get help from extraterrestrials to build their great pyramids? (What do you think?) These questions and many more will be explored in this course in a manner which is intended to be informal, lively and stimulating. In the process, the students will become familiar with the important ideas in modern science which they can use as a foundation for their own further explorations.

GNED1045 Nutrition

This course will provide simple and concise basic principles of nutrition. Based on a review of the gastrointestinal system, energy sources, macronutrients, nutrient tunction, and dietary sources, students will evaluate our own nutritional status. Behavioural aspects of diet and weight management will be considered, as well as the effects of modern technology and cultural diversity and aging on views of nutrition. Aspects ot nutrition related to disease and physical and mental health, alternative therapies and other controversial areas will be addressed. Upon completion of this course, students will have the basis for assessing their own diet tor nutritional adequacy and put into practice some of these concepts tor overall better health.

GNED1047 Intant and Child Development

Contact department for course description

GNED1053 History ot Design

Design is creativity put to a practical purpose. Designers have always drawn on the ideas and solutions of their predecessors. The course takes an historical approach in examining the way in which design arises out ot social conditions, art and technology. The tocus will be on traditions in the West, but other cultures will also be discussed. Delivery will include lectures, slide shows, tield trips, seminars, discussions and more.

GNED1057 Developmental Psychology

Contact department for course description

GNED1058 Introductory Psychology

Introductory Psychology introduces students to the basic principles of psychology. The course is approached as the scientific study of behaviour and mental processes, and explores topics such as sensation and perception, states of consciousness, learning and memory, motivation and emotion, stress, major theories of personality, personality disorders and treatment strategies.

GNED1059 The World of Work
The workplace of the Nineties differs radically from previous decades. Students will examine current workplace trends and at the same time explore how you fit in. The role of communication, networking, leadership and team skills are some of the elements of becoming a successful worker in the New Century. Marketing yourself in this environment is analyzed with an emphasis on tailoring your own marketing strategy.

GNED1065 Human Anatomy
Introducing the student to human anatomy. The course emphasizes how the structure of the human body determines the function of each part.

GNED1066 Social History and Organized Labour in Canada
This course is now known as GSSC1013, Working Towards the 21st Century.

GNED1069 Fitness, Health and Well-Being
As a General Education course, Fitness and Well-Being will help college students pursue a wellness lifestyle. It will motivate and guide the student toward making positive changes for personal health and fitness.

GNED1072 Short Stories
In reading and discussing several stories, this course provides an understanding of the elements of the short story as a form of literature. Emphasis will be on techniques for reading comprehension including skills that will strengthen language acquisition such as reading for the main idea, separating main and supporting information, reading between the lines, increasing vocabulary, analyzing sentence construction and theme development

GNED1074 Delving Into the Unknown: An Introduction to Parapsychology
Is there any such thing as pure coincidence? Are some people really able to read the thoughts of others? Are there legitimate psychics who do communicate with the dead? Is psychic healing something that we should treat seriously? Are spoon bending and similar acts of psychokinesis nothing more than stage magic? Have we lived past lives? Is it possible to learn to have out-of-body experiences? How many people claim that they were visited by the spirit of a loved one after death? This field is filled with fascinating questions, and the last thirty years have brought tremendous advances in our knowledge and theories of paranormal events.

GNED1075 The Strange World of the Familiar: Sociology
How is it almost all of us commit a crime on any given day? Why do the majority of Canadians look down on the poor when most of the poor work and pay taxes? Why do we value culture when it has been the basis of so much conflict? Are marriage, family and community declining or just changing? Sociology invites us to reconsider our familiar everyday world and attitudes by asking critical questions about them. Learn about sociology and how it applies to your life experiences in Canadian society.

GNED1078 Environmental Issues
This course explores some of the major environmental issues facing Canada today. Brief descriptions/discussions of the environmental principles and solutions undertaken so far will be evaluated from the perspective of their effectiveness.

GNED1079 Film Studies
This course explores the use of the camera, editing, lighting, sound and other aspects that make up film art, in the context of the history of movie making. Students will develop a critical eye and an appropriate vocabulary for viewing and analyzing films.

GNED1084 Interpersonal Psychology
This introductory course in organizational behaviour focuses on the individual in organizations by studying foundations of individual behaviour, the role of motivation, individual and group decision making, leadership, and conflict and negotiation. Knowledge of the individual is used to understand dynamics within and between groups.

GNED1086 Labour Economics
Contact department for course description.

GNED1088 Wellness and Healthy Practices in ECE
The elements of a balanced lifestyle including physical fitness, nutrition, relaxation, managing change and avoiding burnout are key components of this course. How these elements impact on both personal and professional well-being is explored.

GNED1089 Political Science I
An introduction to key concepts in political science in the context of Canadian Politics.

GNED1090 Images of the Family in Art
Students will examine a visual history of family life and the changing roles of children within the family structure. The metamorphosis of family attitudes and constellations will be traced through examining families and children as they are depicted in Western art forms from the Middle Ages to the present. The influence of religion, economics and science/technology on the family over the ages will also be explored.

GNED1091 Introduction to Sociology
This course will identify the basic perspectives of sociology. Students will use this framework to better understand various aspects of Canadian society.

GNED1097 Anatomy and Physiology
This course is designed to provide students with an overview of the workings of the human body as it relates to interpreting between American Sign Language and English. This knowledge will provide a foundation for the awareness of the physical requirements of interpreting, the differing values of the communities that ASL-English interpreters serve, and the intricacies of interpreting anatomical and physiological information.

GNED1100 Business Plan and Dperation
This introductory course in Organizational Behaviour focuses on the individual in organizations by studying foundations of individual behaviour, the role of motivation, individual and group decision making, leadership, and conflict and negotiation. Knowledge of the individual is used to understand dynamic within and between groups.

GNED1101 History of Art
Contact department for course description.

GNED1102 Nutrition and Lifestyle
Examining nutritional needs over the human life cycle, the hospitality student learns to plan menus which take into account normal nutritional requirements and, in addition, alternate approaches such as, vegetarian, low fat and high fibre diets.

GNED1105 History of Fashion
Contact department for course description.

GNED1108 Management, Ethics and Professional Responsibilities
Contact department for course description.

GNED1109 Ethics/Professional Management
Contact department for course description.

GNED1111 History of Architecture
Contact department for course description.

GNED1112 Forbidden Desires: Deviance in Canadian Society
Street gangs, punks, homicide, sexual assault, the sex trade, police deviance and corporate crime – these are some of the topics this course explores in order to better understand deviance, ourselves and our society from a sociological perspective.

GNED1144 Working with a Diverse Workforce
Contact department for course description.

GNED1145 Art and Work
Who do you think an artist is? Is an artist someone who works in a studio or someone who works in a factory, or both? What is the relationship between art and work? Is it celebratory? Is it a protest? We'll look at the festivals, theatre, visual art, textiles and music that are made by workers and artists concerned with social issues.

GNED1146 Plants and Society
This course is an introduction to plants in our lives. It includes a basic understanding of plant life and emphasizes the economic importance of plants. This course will help students to become better informed about a variety of plants which are used as valuable nutrients, herbs, medicines, spices and beverages. Psychoactive plants and allergy-causing plants will be discussed. Students will thus be able to appreciate the importance of plant science in society and apply this knowledge in practical ways.

GNED1147 Equity in the Workplace
Contact department for course description.

GNED1151 Boundaries of Science II
Is creationism a threat to the Theory of Evolution? Did you know that North America is drifting away from Europe at the rate of one inch per year? Can time really flow at different rates for different observers as Einstein suggested? These questions will be explored with the aid of the latest information from the World of Science.

GNED1152 Women and Literature
In Canadian literature, women have been defined and represented in many ways. This survey course of Canadian women's literature from the 19th century to the present will examine issues related to feminist and multicultural thinking. Reading selections will include poetry, short fiction and novels, as well as literary critiques.

GNED1160 Introduction to Biology of Aging
This course will focus on the anatomy of adult body systems, age-related changes in anatomical structure and function and age-related disorders common to the older adult. Nutrition as a component of health and wellness, infection control and feeding techniques will be included.

GNED1162 Crime and Punishment
Contact department for course description.

GNED5001 General Education Foundation
Contact department for course description.

GNED Technology and Its Effect on Society
By exploring how technology affects changes in the economy and in society, the learner will examine the effects of technology on society from the Industrial Revolution to the current Technology Revolution and will be able to apply historical problems and trends to the problems of today. Trailing the causes of current concerns in society such as rapid change and high unemployment will lead to a discovery of how individuals can better prepare themselves to thrive in the "New Economy."

GRAF1001 Layout I
This is a basic course in the principles and practice of sign layout. First principles of letter, word and line spacing are followed by principles for the selection of typefaces for display and body copy, grouping copy blocks and achieving balance, emphasis and harmony in monochromatic signage.

GRAF1002 Layout II
This is a second course in the principles and practice of sign layout. First principles of letter, word and line spacing are followed by principles for the selection of typeface for display and body copy, grouping copy blocks and achieving balance, emphasis and harmony in a range of signage. The physical aspects of layout such as structure, rhythm, unity and variety are coupled with consideration of psychological aspects such as emotive factors and associative factors of colour.

GRAF2000 Industry Exposure
Students will be sent to companies to enhance their studies, develop an understanding of the graphic arts industry and to prepare them for the transition to the work force.

GRAF2001 Field Placement
This course introduces the student to the workplace setting through field placement

GRAF2002 Graphic Studies
Contact department for course description.

GRAF3002 Portfolio
This is a portfolio development course emphasizing originality and creativity to produce design and advertising materials for different media environments.

GSCI1172 Bodyworks
As part of a more informed society, consumers are expected, and are demanding, to take a more active role in their health care. To be a knowledgeable partner in your health care, you must first have a basic understanding of how the body works. Just what is DNA? Why is my liver so important? What makes my heart keep on pumping? What does a blood test do? This course is designed for non-health care personnel to provide an overview of the structure and function of the human body, and includes an introduction to the language of health care.

GSSC1002 Business Law and Ethics
See GSSC1021.

GSSC1013 Working in the 21st Century
What's happening at work, and why? Is our economy actually functioning effectively? How do I secure my future in the midst of what's going on? Do unions have a role in the emerging workplace? Given what we usually hear, many of the answers will probably surprise you. Learn about the history and of future work, the changing economy and the role of labour and management in contending with current changes.

GSSC1021 Business Law & Ethics
The course examines issues which occur in law and ethics as they relate to the major steps in the marketing process. Students will learn basic legal and ethical structures and how these structures influence decisions. Various methods of evaluation will be used.

GSSC1112 Forbidden Desires – Deviance in Canadian Society
Street gangs, punks, homicide, sexual assault, the sex trade, police deviance and corporate crime – these are some of the topics this course explores in order to better understand deviance, ourselves and our society from a sociological perspective.

HEAR1001 Clinical Acoustics
This course provides to the student the opportunity to develop an understanding of the physical and acoustical properties and characteristics associated with sound waves and the human hearing mechanism.

HEAR1002 Audiometry and Hearing Disorders
Contact department for course description

HEAR1003 Theory and Applications – Level I
Divided over two semesters, this course provides the student with the theoretical/practicum background to hearing instrument technology. The student becomes familiar with the various types of hearing devices, their components and functions. The practicum portion of the course allows the student to learn the principles and procedures associated with fitting hearing devices

HEAR1004 Theory and Applications – Level I
Continuation of HEAR1003.

HEAR1005 Counselling
An overview of the social and psychological effects of hearing loss, counselling provides the students with specific practical counselling strategies for assisting clients.

HEAR1006 Practicum Consolidation
This course provides the student with practicum experience in hearing instrument technology, fitting hearing aids, etc.

HIST1001 General History/Dental Histology
Contact department for course description.

HIST1003 Periodontology and Embryology
The general descriptive embryological principles that govern the formation of the face, neck, oral cavity, including dental structures are covered.

HLTH1001 Fitness I
Introduction to gym, promoting regular exercise and use of leisure time.

HLTH1002 Fitness II
Students participate in regular gym activities and are introduced to benefits of good nutrition.

HLTH1003 Applied Exercise Techniques I
The applied exercise technique course teaches and demonstrates to the students: the basic components of fitness, appropriate flexibility training techniques, application of physiology in practical sessions of aerobic, anaerobic and flexibility training modes, methods in determining training zones, aerobic and anaerobic training with safety parameters.

HLTH1004 Applied Exercise Techniques II
In this three hour per week course, students learn and apply the theory of the following areas in classroom and practical settings, knowledge of strength and endurance, guidelines and safety parameters of strength and endurance training, training with universal exercise equipment, free weights, hydragym and calisthenics, concentric and eccentric work phases, exercise analysis. The student will apply data taught in HLTH1003 and HLTH1004 appropriately to the prescription of exercise. The student is also required to meet a muscle endurance profile of 25-50% to meet the demands of a fitness professional within the work force.

HLTH1005 Fitness Assessment I
This course prepares the student to acquire stress testing skills including Astrand Single Stage Bike Test and the Three Stage Bike Test to assess, calculate MVO2, screen the individual's cardiovascular component for preparation and direction into the client's program. The student acquires the skills to screen clients using the Par-Q, Risk-o, medical, lifestyle and nutritional history and informed consent. The student learns to incorporate counselling skills during assessment procedures following certification guidelines (CFC) Theory of the course is done in an independent learning format, supplemented with lectures, case studies and the incorporation of theory from other courses. This material is used in discussions to determine appropriate structure and format of stress testing for each client.

HLTH1006 Fitness Assessment II and Tri-ad
The Fitness Assessment II and Tri-ad course prepares the student to acquire practical skills in the areas of body composition and applied assessments based on biomechanical principles that relate to strength and endurance. The student develops counselling skills to be able to provide client centred assessments when working with the general population. Upon development of these skills, the student learns to calculate and counsel clients to a healthier lifestyle.

HLTH1007 Exercise Class Leadership I
This is an introductory course which provides students with the information and groundwork to design a basic fitness class that is safe and effective. It provides opportunities for students to learn and understand the principles and theories behind complete and effective warm-ups, cardiovascular workouts, muscular conditioning workouts, and cool downs as they apply to a fitness class setting. Students participate in experiential tasks which introduce the students to the role of the teacher and those of the participant. Much emphasis is placed on the development of safe, fun and effective leadership skills through classroom and extensive field participation.

HLTH1009 Exercise Class Leadership II
This course continues to expand on the skills developed in HLTH1007. Topics such as exercise class formations, flow, use of music, phrasing, tempo changes, chorus recognition, intensity alternatives, safety and cuing are all discussed, practiced and demonstrated. The student will present four tasks to demonstrate skill mastery of the above areas. The student will also be asked to provide feedback on other students' presentations, both formally and informally.

HLTH1010 Introduction to Health Promotion
This course introduces the student to the concept of counselling fitness clients towards achieving healthy, active living goals. Since effective communication skills are the foundation of successful counselling, the student is introduced to basic counselling and communication concepts and will apply them frequently throughout the semester in various ways, ie. role playing. Other issues such as understanding behaviour change, helping people change lifestyle habits, healthy physical activity participation and healthy lifestyles are explored from theoretical and practical perspectives.

HLTH1011 Health Promotion/ Life Skills Management
Students will study life skills concepts that will enhance their personal and career successes and enable them to derive greater benefits from their college experience

HLTH1012 Introduction to Fitness Management
This course will prepare the student to understand the nature of working in the fitness industry. Basic skills and an overview of fitness centre operations will be included. Time will be allotted for on-site visits to selected facilities within the corporate, commercial and community sectors.

HLTH1015 Client-Centred Exercise Techniques
This course focuses on the art of applying various techniques to one-on-one exercise training including counselling, intervention, prescription, demonstration, monitoring and modification to meet individual client needs, personality types and learning styles.

HLTH1016 Community Health I
This course is designed to provide the dental hygiene student with an introduction to community health concepts

HLTH1017 CPAFLA
The Canadian Physical Activity, Fitness and Lifestyle Appraisal (CPAFLA) Certification course is based on the Canadian Society for Exercise Physiology's program to enhance appraisers' skills to conduct appraisals, gather information about clients, and help clients develop effective action plans.

HLTH2002 Fitness, Marketing and Computer Techniques

HLTH2002 introduces the student to the broad area of fitness management. The role of personal training is discussed in relation to fitness trends for the providers of various fitness and health services. Students learn computer skills in group training sessions and the use of computers in the fitness industry. Students learn principles of entrepreneurship, basic financial management, advertising, marketing and promotion, salesmanship, lease versus outright purchase of fitness equipment and the employer's role in Personal Training.

HLTH2006 Guidelines for Exercise Prescription

HLTH2006 combines the knowledge gained in the sciences of Exercise Physiology, Exercise Technique, Kinesiology and Fitness Assessment with counselling skills in the design of safe, effective and enjoyable exercise programs. The course will begin with a programming workshop to gain immediate experience in exercise prescription. The Employee Fitness Program provides an opportunity for students to design, demonstrate and modify individual exercise programs for the apparently healthy and hypertensive clients. Following the workshop the course will examine the principles of prescription and develop programs for cardiovascular endurance, weight loss and control, flexibility, strength and muscular endurance.

HLTH2008 Exercise Prescription for Special Cases

The principles of Exercise Prescription are applied to special populations after consideration of the physiological characteristics of each group. Students analyze the muscular and metabolic demands of a sport/skill in order to develop training programs which best match the demands of the activity. Program variables are modified based on the concept of periodization to achieve maximal performance. The physiology of aging, pregnancy, diabetes and heart disease provides the basis for fine tuning the program design to meet the special needs of these populations.

HLTH2010 Exercise Class Leadership III

This course continues to develop and refine the students' leadership skills in exercise class instruction. The student is coached in becoming familiar with the requirements of the Ontario Fitness Council (OFC) Leader Certification. Each student is required to present a segment of the OFC practicum in the final task. Students have many opportunities to develop and improve their skills. This is accomplished through lectures, quest leader presentations, rigorous task evaluations, and the leading of several Fitness Centre classes. The student is introduced to the skill of building various floor combinations to enhance the choreography of their presentations. The bow step is also introduced by way of learning common vocabulary, cuing, transitions, use of music and combination building. Any student wishing to present themselves for OFC Certification is able to do so in HLTH2013.

HLTH2012 Advanced Fitness Assessment II

HLTH2012 expands the skills and knowledge learned in HLTH2005 and HLTH1006. Additional aerobic protocols using the treadmill and requiring direct measurement of oxygen consumption are learned. Different techniques in assessing Anthropometry, Flexibility, Strength and Endurance are discussed and practiced. Anaerobic tests of alactic and lactic acid power and capacity using various modes of exercise, which are useful in assessing recreational or elite athletics, are also learned.

HLTH2013 Exercise Class Leadership IV

This course provides opportunities in two areas of skill development in fitness leadership. In the first area, the student is required to present a 45 minute full-component fitness class which adheres to all performance standards set by the Ontario Fitness Council in the practicum evaluation. By successfully completing all the requirements of the practical assessment, the student may take the opportunity to become an OFC Certified Leader within this course. In the second area, the student is provided with opportunities to acquaint themselves with several exercise class specialties such as body sculpting, use of weight equipment in class, step circuit and others.

HLTH2015 Client-Centred Exercise Techniques

Contact department for course description.

HLTH2016 Clinical Training in the Fitness Field

This clinical course is the major placement component outside the College and serves as an internship for employment. The experiences may include Fitness/Nutritional assessment, exercise prescription, exercise class leadership, gym supervision, special projects and management duties. Close communications and visitations are employed by staff to maintain an ongoing feedback/evaluation between the agency, the student and the staff.

HLTH2017 Clinical Health Counselling

Continuing to build on counselling skills developed in HLTH1010, HLTH1005 and HLTH1006, Clinical Health Counselling addresses more complex client communication issues such as non-compliance, adherence and learning styles. Facilitating the process of problem solving with one's client, coworker or supervisor is addressed through role playing. Learning to facilitate a large and small group workshop/ seminar is dealt with in a 20 minutes group presentation.

HLTH2018 Community Health II

Contact department for course description.

HLTH2019 Community Health III

Contact department for course description.

HLTH2020 Fitness Testing Clinic and ECG

This is a clinical course. The student will demonstrate the ability to perform full fitness assessments (test). The student, during the administration of the full test, will show the competencies of pre-test screening, administration of test skills taught in HLTH1005 and HLTH1006, counselling and appropriate screening skills. The student, upon completion of the test, will be able to calculate, categorize and counsel with reference to the information gathered with their client. Successful completion of a pre-clinical week is a prerequisite for entrance into HLTH2020.

HLTH2021 Treatment and Prevention of Injuries I

HLTH2021 is a study of different fitness related injuries caused by chronic overuse or acute trauma. Normal anatomy and function are reviewed along with predisposing causes, the mechanism of injury, treatment and prevention.

HLTH2023 Fitness Management Operations I

HLTH2023 will provide a practical internship experience which simulates a wide variety of services offered by employee fitness/community/commercial programs. It will offer guided opportunities to utilize skills and theory from other courses within the Fitness and Lifestyle Management Program. Students will be scheduled to serve as a Centre Supervisor for two weeks (10-14 hours/week) and serve as an assessor/employee for two hours each week. Special events and services are provided to the college and external communities through small group committee work. Weekly lectures and periodic workshops provide a theory base to this management-oriented course.

HLTH2025 Advanced Fitness Assessment I

Contact department for course description.

HLTH2026 Biomechanics and Ergonomics

Students will learn to perform biomechanical analysis of exercise and sport, equipment operation and ergonomic analysis of work tasks with a functional approach to proper muscle balance in the execution of exercise and work tasks.

HLTH2027 Fitness Management Operations II

As an extension of HLTH2005, this course will continue to provide a practical internship experience which simulates a wide variety of services offered by employee fitness/community/commercial programs. Students will service as a Fitness Centre Supervisor and as an assessor/employee. Through small group committee work the students provide special events, seminars, newsletters, exhibitions, seniors' classes, contests, etc. Weekly lectures include management issues, motivation, performance reviews, etc.

HLTH2028 Prevention and Treatment of Injuries II

The student continues to look at different fitness related injuries caused by chronic overuse or acute trauma. Normal anatomy and function are reviewed along with predisposing causes, the mechanism of injury, treatment and prevention. The role of the fitness graduate in providing exercise rehabilitation in clinical settings will also be discussed.

HLTH2029 Personal Training Certification

Following the National Fitness Leadership Advisory Council's guidelines for Personal Training certification, this course provides an opportunity for students to receive recognition from the Ontario Association of Sport and Exercise Sciences. This will certify the student to provide one-on-one services including counselling, assessment, prescription and program design, demonstration and modifications, safety and injury prevention.

HLTH2030 Fitnass Management Operations III

A practical internship experience is offered to students, which simulates a wide variety of services offered by employee fitness/community/commercial programs. It will offer opportunities to utilize skills and theory from other courses. Students will serve as a supervisor and as an assessor/employee for our program's Fitness Centre. Special emphasis will be on initiative and independence in their management functions.

HLTH2031 Personal Training Certificate I

Contact department for course description.

HOSF1002 Pastry, Desserts and Related Theory

Produce a variety of baked products using hand tools and equipment and following standard recipes. Prerequisite: HOSF1004.

HOSF1007 Bake Theory

Gain the theoretical background necessary for the practical baking courses. The student learns about baking ingredients, what they are, and how and why they function as they do in the baking process.

HOSF1013 Quantity Food Preparation

This course trains the student to work in an institutional food preparation setting.

HOSF1014 Cuisine à la Carte Practicum

This course prepares the student to work in an operational setting – Siegfried's, a formal dining room in the GBC Hospitality Centre.

HOSF1023 Culinary Techniques – Basic

This course prepares the student for the realities of the industry. The student is introduced to many basic preparations; practices basic culinary techniques; and develops working habits required in the workplace. The Small Quantity Food course is a required component of the Cook's Apprenticeship program.

HOSF1024 Culinary Techniques – Advanced

In this course, the student adds to the repertoire of culinary skills. The student will practice these skills within the supervised setting of the demonstration lab. Prerequisite: HOSF1023.

HOSF1029 Food Theory – Basic

The course details basic cooking procedures, ingredient combinations, and how and why they function in the cooking process.

HOSF1031 Food Theory – Advanced
The course is a continuation of cooking procedures, ingredient combinations and how and why they function in the cooking process.

HOSF1037 Food and 8everage Service – 8asic
Food and beverage service is tundamental to any hospitality operation and a signiticant revenue source. In this course, the student will learn and demonstrate basic service skills and the self-discipline and attention to personal appearance that is critical to success in this industry.

HOSF1038 Food and 8everage Service – Advanced
This course is a continuation of HOSF1037. The student learns and demonstrates dining room skills. The protessional standards required in the industry are fine tuned. Prerequisite. HOSF1037.

HOSF1041 Techniques of 8aking
Learn the basic baking skills required to function as a cook reading and tollowing a recipe, and producing a finished baked product.

HOSF1052 Sanitation, Safety and Equipment
Contact department for course description.

HOSF1067 Bakery Management
Applies current industry business practices in an operational context.

HOSF1068 Theory of Aboriginal Cuisine
The course details the history and development of aboriginal cuisine in the North American context

HOSF1069 Heritage and Culture
The course provides students with an insight into the role ot food in aboriginal culture, the socioeconomic implications and its current revival.

HOSF1070 Aboriginal Culinary Techniques
The application of theory courses in a practical setting utilising aboriginal toods.

HOSF1071 Ingredients
Contact department for course description.

HOSF1087 8akery Formulas and Bake Shop Calculations
Contact department tor course description.

HOSF1093 8aking Craft – Basic
Contact department for course description.

HOSF1094 8aking Theory – 8asic
Contact department for course description.

HOSF1095 Front Office Operations
Contact department tor course description.

HOSF1096 8aking Theory – Advanced
Contact department tor course description.

HOSF2003 International Cuisine Practicum – A La Carte
Students prepare international and ethnic cuisine utilising commonly used ingredients, customs, culture and menu design of international cookery.

HOSF2004 Food Preparation Garde Manger
The course prepares students for work in garde manger – cold food preparation.

HOSF2006 Food and Beverage Supervision
Those involved in managing food and beverage operations must understand the basics of service in order to hire, train and supervise service staff, and to perform services as a manager "on the tloor". In this course the student will learn to take full responsibility for the positions ot service captain, bartender and host ot the dining room. The student will approach food and beverage service from a manager's perspective. Prerequisites: HOSF1037, HOSF1038.

HOSF2007 Advanced Pastry Skills
Continue to apply skills in the preparation ot baked products and professional standards in the production ot pastries and related items. Prerequisites: HOSF1041, HOSF1002, HOSF1007.

HOSF2008 Contemporary Culinary Techniques Internaflonal
This course is a detailed study of culture, climate, tood products and other factors intluencing ethnic and international cuisines of various countries. The student will develop the skills necessary to plan international menus, modity and adapt recipes and apply these skills to the preparation ot international dishes. Prerequisites: HOSF1023, HOSF1024.

HOSF2009 Operations Management
Contact department tor course description.

HOSF4002 Dimensions ot Italian Culture and Language
Contact department tor course description.

HOSF4004 Field Placement – Clinical
This includes both a clinical and administrative tield placement, allowing the student a broad base of hands-on work experience.

HOSF4005 Experimental Foods
The course examines the structure and composition of toods and the scientitic principles involved in food preparation tor therapeutic diets.

HOSF4006 Classical and Contemporary Italian Food Preparation Techniques
Food preparation/styling emphasizing regional Italian cuisines.

HOSF4007 Italian Small Quantity Food Demonstration and Labs
Students are introduced to the preparation ot Italian cuisine through daily demonstrations and labs. Included are the traditional recipes and preparational styles of soups, pasta, rice, polenta, gnocchi, sauces and marinades used in Italian cuisine Classes on specialized butchering, tish, shellfish and molluscs are also featured

HOSF4008 Italian Culinary Theory and Menu Planning
Contact department for course description.

HOSF4010 Intection Control and Satety
Principles of sanitation and satety practices in relation to food services operations are discussed. Students learn how to implement and maintain high standards ot tood service sanitation and satety.

HOSF4011 Italian à la Carte Kitchen and Oining Room Service Practicum
During the final block of the semester, students demonstrate their newly acquired knowledge ot Italian cuisine by developing special menus featuring Italian cuisine and wines for the College dining room.

HOSF5008 Sanitation
The CRFA national sanitation program forms the basis of this course.

HOSF5048 Cantonese Preparation I
Chinese Food Preparation Program.

HOSF5050 Oim Sum Preparation I
Chinese Food Preparation Program.

HOSF5052 Chop Suey Preparation I
Chinese Food Preparation Program.

HOSF5054 Szechuan Preparation I
Chinese Food Preparation Program.

HOSF5056 Cantonese Preparation II
Chinese Food Preparation Program.

HOSF5058 Oim Sum Preparation It
Chinese Food Preparation Program.

HOSF5060 Szechuan Preparation It
Chinese Food Preparation Program.

HOSF5062 8arbecue Preparation
Chinese Food Preparation Program.

HOSF5064 Chop Suey Preparation II
This course is a continuation ot HOSF5052.

HOSF5071 Food Theory
The course discusses Chinese cooking terminology, cooking techniques, tood sources and ingredient combinations.

HOSF5072 Food Theory
This course continues topics discussed in HOSF5071. The course compares traditional and modern Chinese tood preparation.

HOST1005 Food, 8everage and Labour Cost Control
Strict control ot costs is essential tor the survival ot a hospitality business. It is imperative that students learn what cost controls are available to a manager. The emphasis of this course is on how to make these controls work. Prerequisite: HOST1012.

HOST1011 Mixology
In this course, the student learns how to set up and run a bar, and how to make basic cocktails

HOST1012 Kitchen Management
Through this introductory look at all aspects ot restaurant operations, the student learns to perform the required calculations of basic tood and beverage control systems, marketing and production planning.

HOST1018 Dimensions of Tourism
Contact department tor course description.

HOST2001 Hofel Management II
In this course, the student learns about the tinal two stages ot the guest cycle: the service and operational tasks performed during the occupancy and departure stages. Students are introduced to the managerial function of the tront office, that is, the functions of the reservation and front office manager. Prerequisite: HOST2002.

HOST2002 Hotel Management I
In this course, the student learns about the first two stages ot the guest cycle. These are the two highest protile functions ot the hotel tront office, the pre-arrival and arrival stages

HOST2006 Introduction to Management
Students learn the skills and responsibilities of a supervisor in the hospitality industry as a tront line management representative.

HOST2008 Hotel Sales
A speaker series, the course brings hospitality protessionals forward to discuss both their operations and their roles in the hotel industry.

HOST2010 Financial Management Projects
Working in groups to create an actual restaurant plan and prove its viability, students must apply the theory they have learned and make it work in the equivalent of an "in the real world" situation. The course culminates in a public presentation by each group to peers, instructors and industry personnel. Prerequisites: ACCT2017.

HOST2013 Wines
In this course, the studenf learns fhe fundamentals of wines from around the world – how they are produced, sfored and served. In addition, the student studies marc and brandy. This course fulfills the requirements of the Wine Council of Ontario certificate.

HOST2015 Bar and Beverage Management
The course examines issues related to beverage management as well as topics in entertainment and security.

HOST4001 Food Service Facilities
This course examines the design, menu application and needs requirement of a food service operation.

HOST4002 Operational Controls
Operational Controls examines the policies and practices required to control food, labor and related expenses in a food service organization or long-term care facility.

HOST4003 Menu Planning
The student will develop an increased understanding ot how to apply the principles of menu planning in the health care sector and how to recognize the various factors influencing menu acceptability

HOST4004 Italian Wines
A specialized wine appreciation course is offered throughout the program teaturing Italian wines. The wines are taught in conjunction with the study of regional foods with emphasis on the utilization ot wine in the Italian kitchen.

HOST4005 Field Placement, Administration
This compulsory field component assures students an actual opportunity to experience front-line work in a community-based organization or agency.

HOST5012 Menu Planning
Traditional and modern Chinese menus are discussed and prepared with regard to patterns, combination of items, presenfation and introduction to costing.

HOST5016 Practical Bartending and Mixology
In this course, the student learns how to set up and run a bar, and how to make basic cocktails

HOST5020 Kitchen Management
Students learn about the special equipment and unique setup of this equipment in a Chinese kitchen. They also learn to read and understand a kitchen layout drawing, as well as purchasing, receiving, storage, inventory control procedures, staff timetabling, efficient use of human resources, and food and labour cost control.

HOST5025 Oining Room Service
Through supervised performance in an actual dining room, this course prepares the student fo properly set up and service a formal dining room. The student will apply the basic elements of service, and demonstrate the self-discipline and attention to personal appearance that are critical to success in this industry. As the students improve service skills to fhe professional standards of a high quality dining room, they will also learn to perform the leadership role and tableside function of a dining room hosf, a bartender and a service captain. Prerequisite: HOST5024.

HOST5031 Service Theory
Contact department for course description.

HOST5038 Wines
In this course, the student learns the fundamentals of wines from around the world – how they are produced, stored and served.

HRM1001 Human Resources Administration
This course will introduce students to management skills required fo manage human resources and provide them with a forum to demonstrate their grasp of those skills. Topics include recruiting and selecting employees, appraising, rewarding and managing performance, training the workforce, managing compensation, administering benefits, employee rights and discipline, and managing workplace safety and health.

HRM2001 Compensation and Benefits (Pay Equity)
This course provides an understanding of the process, issues and techniques involved in developing and administering a compensation system. The course will examine pay equity legislation and its impact on job evaluation, job class identification and comparison, wage adjustments and resulting implications tor equitable compensation for all.

HRM2002 Training and Oevelopment
This course provides the student with an understanding of the role of training and development in human resource management and its importance as a strategic approach to improved productivity, efficiency and profitability in the organization.

HRM2003 Recruitment and Selection
This course explores and analyzes the processes of applicant search, screening, interviewing and selection with a view to ensuring a bias-free approach which is inclusive in intent

HRM2004 Human Resources Information Systems
This course presents the basic concepts and structure, including the usual subsystems comprising an HRIS; sets out the steps involved in developing an HRIS; and provides a survey of commercial HRIS software currently available. Collection of sensifive personal data and related privacy management will be covered.

HRM2005 Human Resources Planning
This course introduces the student to human resources planning, including research techniques and appropriate use of HRIS, and provides an understanding ot the essential elements of the planning process and its role in the achievement of organizational goals.

HRM2006 Ethics and Managing Change
This course examines the issues involved in tacilitating organizational change and explores both tested and innovative techniques in the context ot a worker/employer partnership

HRM2007 Collective Agreements: Negotiation and Administration
This course introduces the student to a study of the worker organizing processes; collective bargaining; emerging issues for negotiation such as pay equity, employment equity, sexual and racial harassment, workplace, safety and environmental integrity; and administration ot collective agreements.

HRM2008 Oiversity Issues
This course examines generally accepted elements of employment equity programs from legislative, economic, human rights, and ethical perspectives. The prevailing theme ot this course will be the importance of diversity in the workforce to fhe overall success of an organization.

HRM2012 Human Resources
Students learn techniques tor managing human resources including motivation, training and development, job design and standards of performance in the hospitality industry.

HRM2015 Work Placement
Students are scheduled to work in the human resources management environment. Students are encouraged to tind their own placement in a specialized area. However, the College assists in making initial contacts, providing student résumés, and placement "contracts" to the companies that agree to participate.

HRM3001 Labour Relations and Human Resource Management
The principles of construction labour relations and human resource management are the tocus ot this program. Quality construction management requires knowledge and skills in both of these disciplines. This course provides the student with the basics necessary to understand the procedures of collective bargaining, human relations and contlict resolution. Through the case study method, the student will learn motivational skills, time management skills, problem solving skills and team building skills. Alternative dispute resolution (ADR) methods will also be discussed.

HRM4001 Labour Relations
Understand the roles and responsibilities in the employer/employee relationship and develop an awareness ot labour and management attitudes and posture Class discussion is designed around the collective bargaining process, collective agreements, jurisdictional disputes, negotiations, handling disputes, leadership styles, and the Ontario Labour Relations Act.

HSAF1001 Workplace Health and Safety
This course introduces the student to a comprehensive coverage of the tield of occupational health and safety – focusing on relevant government legislation and the organization's efforts to prevent and control occupational injury and illness, property damage (including fire and explosions), security breaches, pollution and product liability. Upon completion ot the course, the student will understand the importance of loss control, not only as it impacts the profitability ot an enterprise, but as it affects the reduction of pain and suffering, increased awareness of and commitment to management goals, better morale and a more stable workforce.

HSTL4001 Advanced Oental Histology end Embryology
Contact department for course description.

HUMN1001 Ethics/Protessional Management
Exploring the concept of professionalism and the responsibilities and accountabilities of the professional in our society, students explore the ethics associated with providing health services to the community.

HUMN1003 World Religions
The practice ot religion is widespread and unique to humans. It shapes and reflects the deepest convictions of people about what is most important in lite. This course explores the nature ot religious experience and introduces the world views, ethics, practices and beliefs of each of the world religions. A brief background of the origin and development of each religion is included Additionally, the course explores contemporary issues relating to the world religions as well as beliefs, practices and ethics of the major religions which have relevance to the personal and the public arena.

HUMN1005 Search For Meaning: Philosophy
What does it mean to be human? Is anything really right or wrong? What if there is no God? What it there is? Is the practical world we usually focus on truly the 'real' world? This introductory philosophy course invites students to experience both the tun and the challenge ot learning to think clearly and critically about basic questions that are part ot our human heritage and our own lives

HUMN1008 Arts and Humanities Project
This course guides students in learning research techniques and composing a research essay for a topic related to the arts and humanities. Weekly seminar participation is required

HUMN1014 Art and Music of the Western World
An overview of the great artistic and musical monuments of the Western tradition is presented in this course, as well as political, economic and social milestones. Students will develop a deeper understanding of cultural works and a broader appreciation for the humanities. The course is organized chronologically.

HUMN1018 Information Systems and Society
Information Systems and Society is an interdisciplinary course through which the student will develop knowledge and understanding of the use of information technologies. This course focuses on computer based information technologies and their impact on the acquisition and communication of data, knowledge, work, organizational behavior and society. During this course the student will study the evolution, application, and impact of the information technologies through a variety of methods including discussion, assignments, case studies, research and use of information technologies.

HUMN1019 Technology and Its Effect on Society
The effects of technology on society will be examined, from the Industrial Revolution to the current Technology Revolution. The course will be separated into the three time periods. The student will be able to apply historical principles and trends to the current issues related to rapid change and high unemployment, through understanding the driving forces of transition (old economy and new economy).

HUMN1025 Ojibway Language I
This course is designed to introduce the basic vocabulary, common usage, and grammatical structure of a Native language. It will motivate and stimulate oral and written expression, and reading in a Native language. Students will acquire a better understanding and self-esteem in learning their Aboriginal cultural heritage, as language is the basis of our way of life. Nishnaabe Bimaadzin Kinoomaadwinan teachings of the Medicine Wheel guideline will be used

Notes:
- This course has been modified from curriculum developed by Sault College for Ojibway Language/Level I.
- Higher level Native language courses will be offered as electives in semester 3 and 4

HUMN1026 Revisiting Oral Traditions in Aboriginal Cultures
This course will empower Aboriginal students through practicing the art of oral storytelling; an entertaining and respectful way to transmit cultural knowledge and sharing of traditional teachings that are a strong part of our heritage, culture, language, and identity. Students will learn about the history of oral culture and its application to more contemporary forms of public discourse. Through nemonic (object oriented learning) and sensory response techniques, students will learn practical skills toward enhancing their memory; strategies for effective formal and informal oral presentations; non-verbal aspects of communication; critical thinking skills; and listening and evaluating skills.

HUMN1027 Introduction to Native Studies: Heritage, Culture, and Identity
Students will reconstruct an historical time line of important events, outcomes, and dates with an emphasis on learning about culturally diverse groups of Aboriginal peoples in Canada. Attention will be given to Aboriginal people living in Ontario; their relationship with early Europeans; and contemporary events that are the result of more than 500 years of Aboriginal people's resistance to assimilation. Early Europeans depended upon Aboriginal peoples for their knowledge of the land. Discussion will include ways that Indigenous peoples helped early Europeans and other immigrants to survive and prosper on this continent, and in doing so, transformed the world.

HUMN1028 Reclaiming Our Sacred Bundle
Learning about one's "Sacred Bundle" and the traditional teachings is a cultural way for Aboriginal people to define their gifts, and will be used as a strategy for creating greater visibility and "survival" of Aboriginal peoples in the marketplace. This course will integrate traditional with contemporary know-how; recognizing land-based knowledge and principles of living important to students becoming flexible learners who will lead an holistic way of life. Students will acquire portable skills that meet the demands of the global economy- to use "modern" technology; to learn proper research skills which includes using the Internet and other software applications, and to apply innovative job search strategies to finding suitable work.

HUMN2004 Contemporary Moral Problems
This foundations course in ethics introduces some major western ethical perspectives and explores some contemporary moral issues, for example class discussions will focus on issues such as abortion, euthanasia, the death penalty, sexual morality, poverty, discrimination and animal rights. The historical context, background, legal and social implications of each moral issue are examined in addition to an exploration of the philosophical perspectives on each topic. Students are taught to evaluate the structure of philosophical arguments, to understand their implicit assumptions, and to determine the soundness and validity of such arguments. The essential goal of the course is to help students develop their own thoughtful perspective on current moral issues

HUMN2007 Values, Ethics and Professional Issues
Students explore the development of personal values and ethics and their application to the profession of interpreting. The class investigates codes of ethics of other professions and the responsibilities of consumers, agencies, society and self. Ethical issues current in the field will be a significant portion of the course.

HUMN2011 Values, Ethics and Professional Issues
Students explore the development of personal values and ethics and their application to the profession of interpreting. The class investigates codes of ethics of other professions and the responsibilities of consumers, agencies, society and self. Ethical issues current to the field will be a significant portion of the course.

HUMN 2012 Native Literature
This course explores attitudes, behaviours, and ways of expression that are built into language constructs. Students will examine literature written by Aboriginal authors comparing thought processes of Aboriginal people who speak their "Original" language with those of English speaking society. In this context, Aboriginal students will be introduced to mainstream literary theory and techniques of literary criticism by examining poetry, fiction, and other forms of writing. Students will explore the development in Aboriginal literary arts, and the appropriation of information technology, as a strategy for bringing oral traditions into the millennium.

HUMN 2013 Native Artists and the Media
This course introduces students to Aboriginal traditional and contemporary art forms; primarily in Canada, but also exploring Aboriginal art south of the boarder. It will focus on becoming visually and aesthetically literate in the context of learning more about Aboriginal artists, artisans and their art; mediums of creative expression; and an appreciation for different modes of communication. Students will attend exhibits, performances, and other forums with opportunity to hear Aboriginal artists discuss their works and to review a variety of Aboriginal art forms. As well, they will research an historical technique, demonstrating the creative process of a particular craft, art form or making of a utilitarian art form followed by discussion and historical overview.

HUMN 2014 Tribal Wisdom
This course will immerse the student in learning about the relationship between Aboriginal culture and philosophy through the Total Physical Response (TPR) method. Students will become actively engaged in traditional cultural activities and be responsible for completing a major research project and presentation that takes a multi media approach to sharing what they have learned about the Aboriginal world view. Students will also become acquainted with the wisdom, philosophy and view points of peoples from other tribal societies and time periods

HUMN 2015 RCAP Report - Addressing Historical and Contemporary Native Issues
This course addresses historical and contemporary Aboriginal issues through examining the Royal Commission of Aboriginal Peoples (RCAP) Report and its Recommendations. Students will examine and discuss the Indian Act, British North America Act and Canada's Constitution, Charter of Rights and Freedoms, Human Rights Code, Treaty documents, and other relevant information. Students will become knowledgeable of major events and circumstances that have influenced the way culturally diverse groups of Aboriginal people in Canada govern themselves today. Students will determine their own role in finding solutions to the challenges isolated in the RCAP Report.

HUMN3001 Values, Ethics & Professionalism
Learn to examine the complex and often conflictual issues present in the field of mental health, study existing codes of behaviour and explore ethical and professional positions as they relate to their chosen field

HUMN3003 Management, Ethics and Professional Responsibility
Students will learn the "norms" and standards of ethical conduct of their profession.

HVAC1001 Retrigeration Theory I
In Retrigeration Theory the topics of heat include quantity, type, intensity, temperature, scale conversion, refrigeration loads, gas laws and properties, system component analysis and selection, retrigeration and air conditioning cycles, piping layout system capacity control, accessory selection and application, and the types of systems available.

HVAC1002 Heat Load Calculation
Participants will examine basic thermodynamics, properties of material combinations in heat transfer, human comfort and development of heat transfer equations. Humidity, psychometrics, building heat storage effect and solar load analysis are discussed with building code requirements for HVAC systems. Heating and cooling load determination are explored using HRAI procedures and manuals and equipment selection procedures

HVAC1003 Laboratory Applications
Students combine theory and practice to operate a medium temperature retrigeration application. The tools, materials and instruments typically required to construct and operate the system are used by the students. Basic electrical control circuits are installed and adjusted as required. Operating characteristics are measured and analyzed for possible remedial action. In addition super heat measurement and adjustment are studied.

HVAC1004 HVAC System Design I
HVAC system evolution Static, velocity and total systems pressure. Friction, impact, aspiration and turbulence in air flow. Duct sizing and drafting layout using the HRAI design methods and manual is introduced. Fan curves, air duct sizing and layout in residences, and system adjustment and balancing procedures.

HVAC1005 Fuels Technology
Fuels Technology examines several types of heat including gas, oil, hydronic and electric. Availability, comparative cost, production, distribution, properties and characteristics of fuel will be discussed with gas and oil combustion principles, gas pipe sizing and gas vent sizing. Students will also explore contemporary gas, oil, hydronic and electric control safety devices and circuits.

HVAC1006 Electrical Fundamentals
This course introduces students to electron theory and current flow, magnetism and voltage drop. Additional topics include resistive, capacitive and inductive circuits. Capacitance, O-C and A-C supplies and poly-phase circuits are also investigated. A-C inductive and capacitive reactance and impedance as it relates to air conditioning circuits will also be covered. Ohms Law calculations related to series and parallel circuits will be studied.

HVAC1008 Electrical Circuit Analysis
With attention to HVAC&R electric control circuit pictorial and schematic diagrams, students will explore pilot control, line load circuits and the components appropriate for contemporary HVAC&R systems. The construction, circuit analysis and drafted sequence of operation for ladder schematics including proper controls and circuit safety devices will also be discussed, along with single and three phase starting sequence for induction motors and reduced voltage motor starter applications.

HVAC1009 Drafting
Addressing basic mechanical and architectural drafting practices with emphasis on the correct use of drafting equipment to produce quality drawings, topics of this course also include: line types, weighting, lettering, scale drawings, symbols and schedules. Drawings using the viewing methods of orthographic projection, oblique projection, one and two-point perspective and isometric projection will be covered. Section and auxiliary viewing methods will be investigated as a means of allowing the student to better visualize on paper an object that is to be drawn. Hydronic pipe drafting practices will also be covered.

HVAC1010 Refrigeration Practical I
This course will introduce the student to basic electrical theory and its relevance to the refrigeration industry. Series and parallel circuit relationships and calculations using Ohms Law will be shown. Identification and uses of single phase and three phase induction motors will also be included. HVAC&R control circuits using appropriate switches, relays, contractors and starters will be incorporated into projects on control systems. Correct identification and use for many electrical measuring instruments will be shown. Identification of retrigeration system lines and fittings combine with projects that involve the fabrication of system lines by bending, flaring and swaging.

HVAC1011 Retrigeration Practical II
Students will apply the fundamental principles learned in Installation Methods I. Topics include refrigerant piping and electrical control circuit wiring required to construct a medium temperature refrigeration system. The system will be leak checked, evacuated and charged. Systems readings such as superheat and subcooling are recorded to evaluate the system operation. System adjustments and a variety of control systems are installed to provide simulated industry situations. Basic refrigeration components are covered including: compressors, condensers, receivers, evaporators and metering devices. Psychometric and pressure enthalpy diagrams are used to analyse, evaluate and explain system pertormance. Refrigerant handling, identification and environmental issues related to the removal of refrigerants from systems will be detailed.

HVAC1015 Gas Technician III
With an introduction to gas appliances, this course provides the theory and skills designed to meet the educational requirement for Gas Technician 3 Certification. It includes: health and safety, hand and power tools, properties and safe handling of propane and natural gas, codes and regulations, electricity, customer relations, and piping and tubing.

HVAC1016 Gas Technician II (Part A)
This course provides the first half of the theory and skills designed to meet the educational requirement for Gas Technician 2 certification. It includes: advanced piping, controls, metres, regulators and valves, domestic gas fired refrigerators and conversion burners.

HVAC1017 Gas Technician II (Part B)
Part B of the Gas Technician II course covers such topics as: water heaters and systems, forced warm air heating systems, space heating and decorative appliance, venting, air handling systems, liquid propane and flame safeguard control.

HVAC1018 Gas Technician III - Part I
Contact department for course description.

HVAC1019 Gas Technician III - Part II
Contact department for course description.

HVAC2001 HVAC System Design II
A review of first year design theory, students will continue investigation of gas laws, tables and equations. Commercial load calculation procedures, using ASHRAE design material and code standards, and advanced psychometric analysis including evaporative and mixed air processes will also be explored.

HVAC2002 System Control
Studying modulating electric three-wire control circuits for integrated HVAC building control systems, students will also examine pneumatic control system night setback operation, application and operation of pneumatic controllers, actuators, control relays and switches for typical HVAC building systems.

HVAC2003 Retrigeration Theory II
Refrigeration Theory will address refrigerant piping installation design, moving on to Mollier diagram plots of typical single stage, two stage and compound thermodynamic cycles for mechanical refrigeration systems. Residential heat pump systems will be discussed, and participants will explore lubricating oil analysis, selection, acids and viscosity and flow in systems.

HVAC2004 HVAC System Design III & Drafting
The Static Regain and Equal Friction methods of commercial duct design including air distribution patterns, air terminals, fan laws, fan pertormance, and fan selection procedures are discussed. The course will also cover water pump characteristics and selection and system characteristics and operations, duct layouts, using ASHRAE symbols for heating and cooling, ventilating valves and fittings, and reading mechanical and architectural plans. Detailing machine rooms, duct chases and sheet metal fittings, and preparation of plans for detailed layouts of HVAC systems for medium sized commercial buildings to meet all codes will be examined in detail.

HVAC2006 Laboratory Applications II
Students will concentrate on learning the operation of a medium temperature refrigeration system, also studying superheat measurement and adjustment. Piping pressure drop determination, electric control system installation and adjustment will be discussed, as well as system test procedures.

HVAC2009 Estimating
Takeoff of mechanical working drawings for HVAC system ducts, piping and machine rooms highlight this course, also covering preparation of bills of materials and costing of commercial, institutional and light industrial HVAC systems. Students will also examine drafting sales proposals and cost overheads.

HVAC3001 HVAC System Design IV
All air systems are examined, including terminal reheat, variable air volume, dual duct and multiple zone. Air and water induction systems and fan coil and unit ventilation systems are also investigated. Students will produce a detailed design of a medical clinic and the design project of a commercial office building using a water source heat pump.

HVAC3002 HVAC System Design V
In this level of HVAC System Oesign, participants study indoor air quality (IAO) problems and solutions, as well as thermal storage practices: load shifting, ice making, compressor and equipment sizing and load levelling. Students advance to design a detailed project of an office building using a variable air volume design application.

HVAC3003 Retrigeration Theory III
Focusing on lithium bromide and other absorption systems, this course also addresses centrifugal compression systems, Mollier diagram example of single stage, two stage and compound cycles for low ozone depleting refrigerants, and plotting fan curves. Water treatment in refrigeration systems is also discussed.

HVAC3005 Energy Management
Energy Management covers the study of building system energy consumption, including analysing building energy pertormance, energy audits and energy conservation guidelines for building systems. Financial evaluation and implementation of an energy plan are further components of this course.

HVAC3006 Plumbing and Fire Protection
A course on the National Standard Plumbing Code, and the authority having jurisdiction, plumbing and fire protection topics are engineering principles in material, equipment and fixture selection and pipe sizing for water service and distribution. Charts and tables are prepared during the design of systems.

HVAC3007 Computer Applications
Learn to employ developed software to calculate commercial heat loads while developing a commercial air duct design for either static regain or equal friction methods.

HVAC3009 Contract Administration
The contracting process is comprised of many components including preparing contract proposals and forms, contractual chains and the flow-down process. Terms and conditions: clauses and their implications in contract tiers are discussed with liens, liquidation and consequential damages, the use of bonds, nondisclosure agreements, conditional purchase orders, hold harmless and change order process.

ILLS3001 Drawing and Illustration I
This course focuses on the illustrator's role in the advertising and design process as well as his or her role as an independent professional.

ILLS3002 Drawing and Illustration II
Through a series of assignments, this course emphasizes the entrepreneurial aspects of illustration in the visual communication field.

INS2006 Principles and Practice of Insurance
Providing the student with an overview of the insurance business, course topics will include the organization and operation of insurance, basic legal documents and applications, policy interpretation, reinsurance, federal and provincial controls, and the history of insurance.

INTV1002 Interpersonal Skills
An introduction to theories and practices ot interpersonal skills, this is an experiential course that encourages students to reflect on and identity their strengths as communicators.

INTV1003 Introduction to Field and Community Resources
Students will gain an overview of the agencies, programs and services available to people who are deaf-blind. Through a combination of classroom learning and field trips, students will acquire a framework that demonstrates the breadth of roles of the intervenor

INTV1004 Deaf-Blind Communication I
This course addresses communication methods used in the community of people with acquired deaf-blindness. Students will learn finger-spelling, two hand manual alphabet, adapted American Sign Language, large print notes, and précis and minimal language skills. Laboratory instruction and skills practice support and reinforce theory.

INTV1005 Deaf-Blind Communication II
While the theories and skills associated with communication in the field of congenital deat-blindness are studied, emphasis is on concept development, gestural and non-formal communication. Students will acquire skills in AITSL (Adapted Interactive Tactile Sign Language). In the tinal semesters students will gain an understanding of the basics of SEE (Signed Exact English).

INTV1006 Drientation and Mobility
Students will learn the skills needed to safely and ettectively guide a visually impaired or deaf-blind person in a variety of situations, and will spend a significant portion ot class time working under blindfold in the community.

INTV1007 Field Work Seminar
Through examination ot issues, skills and values, the seminar supports integration of classroom theory with tield practice and fosters peer support among intervenors. Students are given an opportunity to discuss all aspects of their tield work Co-requisite: INTV1008

INTV1008 Field Work Practice
This course gives each participant 140 hours of guided and supervised work experience during the course of the semester Students will be placed in programs/agencies that will provide experience in both the congenital and adventitious areas of deaf-blindness Prerequisite INTV1006. Co-requisite. INTV1007.

INTV1009 Deaf-Blind Communication I
A continuation of INTV1004 Prerequisite: INTV1004.

INTV1010 Deaf-Blind Communication II
A continuation of INTV1005. Prerequisite: INTV1005.

INTV1011 Skills of Daily Living/ Assistive Devices
Students will gain an understanding ot adaptations of and appropriate teaching methods tor skills ot daily living. A variety of both high and low tech devices that assist deaf-blind people will also be demonstrated and available for practice.

INTV2001 Field Work Seminar
See INTV1007. Prerequisite. INTV1007, INTV1008. Co-requisite: INTV2002.

INTV2002 Field Work Practice
See INTV1008. Prerequisite: INTV1007, INTV1008, INTV1009, INTV1010 Co-requisite: INTV2001.

INTV2003 Deaf-Blind Communication I
A continuation of INTV1009. Prerequisite. INTV1009.

INTV2004 Deaf-Blind Communication II
A continuation ot INTV1010. Prerequisite: INTV1010.

INTV2006 Deaf-Blind Communication III
Participants learn to read and write braille to the end ot the grade one level.

INTV2007 Independent Project
The student has an opportunity to work independently on a project of their choice, while regular guidance and support are provided through meetings with faculty. Students produce a project that is of use to a person with deaf-blindness, an agency or program or the intervenor program Projects may be theoretically or practically based.

INTV2008 Field Work Practice
See INTV1008 and INTV2002. Prerequisite: INTV2001, INTV2002, INTV2003, INTV2004. Co-requisite. INTV2009.

INTV2009 Field Work Seminar
See INTV1007 and INTV2001. Prerequisite: INTV2001, INTV2002 Co-requisite: INTV2008.

INTV2010 Deaf-Blind Communication I
A continuation ot INTV2003. Prerequisite. INTV2003.

INTV2011 Deaf-Blind Communication II
A continuation of INTV2004. Prerequisite. INTV2004

INTV2012 Deaf-Blind Communication III
This optional course will allow students to acquire the skill of grade two braille The course is only offered it there is a sufficient number of students registered.

INTV2013 Intervention with Medically Fragile Persons
An introduction to the skills and techniques necessary when working with people who are medically tragile. Wheelchair transfers, suctioning and G. tube feedings are areas that are covered in depth.

IT4002 Financial Management
Contact department for course description.

IT4017 Communications and Market Cultures
Concentrating on written and oral communications in the context of international business, students will identity and use appropriate styles and formats for clients in a variety of business cultures. Grammar, usage, and readability skills will be improved, as seminars, discussions and role playing become essential components.

JEWL1001 Jewellery Rendering and Illustration I
This course will introduce the student to rendering and illustration skills as a means ot communicating concepts tor jewellery pieces Areas covered include rendering volume, gemstones, metals, and textures with pencil, perspective, 3 plane projections (workshop drawings), and various media including pencils, coloured pencils and the surfaces used for jewellery rendering

JEWL1004 Enamelling II
Enamelling is the process of fusing glass to metal. Students will employ the tools and materials ot enamelling to create jewellery pieces with a variety of techniques including stenciling, fine line calligraphy, cloisonné, champleve and foil. Historical and contemporary applications will be discussed.

JEWL1005 Gemmology I
This course introduces the student to the scientific theory behind the practical use of stone identitication equipment. Crystal systems, stone cuts, correct nomenclature, causes ot colour, use ot the microscope to distinguish natural from synthetic gemstones, and intensive practice in identification of gemstones form the content ot this course.

JEWL1006 Jewellery Appraisal
Dealing primarily with various presentations ot gemstones and jewellery, this program is designed to prepare the students and make them aware ot the gem and jewellery appraising tield.

JEWL1007 Metal Testing and Identification
This course covers: precious metals jewellery, precious metals marking act and testing precious metals; recognizing manufacturing methods, recognizing gem setting methods; cleaning jewellery and other merchandise betore appraisal; stone weight estimation and stone grading procedure; quality grading in the entire item; basic techniques in determining a gemstone's colour grade; and pricing guide and lists.

JEWL1008 Diamond Grading and Evaluation
Through the study ot history and mining ot diamonds, cutting styles, carat weight, proportion, clarity and colour of diamonds, students are given the opportunity to learn and practice identitication skills and evaluation techniques otherwise unavailable. Students entering the trade may be required to be bonded.

JEWL1009 Gemmology II
This course builds on Gemmology I, introducing more advanced concepts including the chemical and physical properties of less trequently used gems, initiations and stimulants, organics, reaction to jewellery repair, reaction to setting and enhancement processes.

JEWL1010 Gemmology I
This is the first ot 4 courses in Gemmology. Students will study crystal structures, physical properties ot gemstones, tests and qualities used to identity gemstones, specitic gemstone cuts, correct nomenclature for gemstones, and the equipment used for testing.

JEWL1012 Gemmology II
Students will continue with the examination ot gem materials with the emphasis on identifying the desirable characteristics as well as the flaws in composition, crystal structure, colour and the presence of undesirable inclusions. Students will also learn to grade coloured stones according to origin, colour, clarity and cut.

JEWL1013 Goldsmithing I
This course introduces students to basic goldsmithing through assigned projects that emphasize manual dexterity and hand/eye co-ordination. Emphasis will be on familiarity and accurate use of materials and tools. Satety issues and proper tool maintenance practices will be discussed.

JEWL1016 Theory of Goldsmithing I
Students will perform basic goldsmithing skills: sawing, shape by filing, soldering, annealing, bending, forming and ingots. 8asic metallurgy and formulae related to jewellery making will be introduced Correct use and terminology ot tools and equipment is emphasized.

JEWL1017 Metal Finishing I
Students will learn the fundamentals of metal tinishing through lecture, demonstrations and practical assignments. Students will employ the techniques necessary to take a piece of metal trom a rough worked state to a high mirror finish A broad range of tools and equipment available will be covered as well as safe working practice.

JEWL1018 Theory of Goldsmithing II
In this course students will continue to extend skills learned in JEWL1016, to acquire knowledge in rivets, metal torming, basic tindings, basic chain making, tubing, pyramid and cone constructions, tool making, bezel setting and cone setting construction.

JEWL1019 Metal Finishing II
This course is a continuation ot Metal Finishing I. Students will polish more complex torms as well as experimenting with textured and coloured surfaces as additions or alternatives to the polished surface Specialized tools and equipment will be introduced.

JEWL1030 Goldsmithing II
Students will employ skills learned in Theory of Goldsmithing II and Jewellery Design II to complete four jewellery projects. Students are encouraged to demonstrate refinement ot the skills acquired in Goldsmithing I.

JEWL1032 Jewellery Repair Theory I
With emphasis on the student acquiring a working knowledge of topics covered and an underlying understanding of the processes covered, this entry level course presents the theoretical aspects of the essential elements of jewellery fabrication and manufacture. Students will use this material in the preparation and completion ot assignments for JEWL1033.

JEWL1033 Jewellery Repairs
Students will learn the basic skills to perform the most common requirements of a jewellery repair position. These projects will provide hands on experience and will reinforce the theoretical material in JEWL1032.

JEWL1034 Introduction to Gemmology I
This course is a basic study of gemstones tor Repair students. The student is required to understand the properties of gemstones that affect repair techniques and to practice gem identification

JEWL1035 Jewellery Repairs II
Students will learn the basic skills needed to pertorm the most common requirements of a jewellery repair position, and will complete projects which will introduce and provide practice in jewellery repair and custom make up. This level will otten reintorce the theoretical material in JEWL1036.

JEWL1036 Jewellery Repair Theory II
This course covers aspects of the essential elements of jewellery fabrication and manutacture. Students will use the theoretical material in the preparation and completion of assignments for JEWL103S.

JEWL1037 Introduction to Gemmology II
This course continues work begun in JEWL1034 on the identification and properties ot gemstones as they relate to jewellery repair techniques

JEWL1038 Technical Drawing
Basic jewellery rendering skills are a prerequisite for communication with clients. Students will learn how to create and work from a workshop drawing, the tools and equipment necessary for jewellery illustration and how to express volume, metal and gemstones with pencils

JEWL1042 Jewellery Design I
Students are introduced to the fundamentals of jewellery design. Familiarity with methodologies used to develop designs, how to best utilize a sketchbook, comfort with the visual design vocabulary, the use ot research techniques, and the use ot models are the topics covered in this course.

JEWL1043 Jewellery Design II
This course explores the development of designs through the use of narrative, process, alternative or found objects, and specitic jewellery function. Students will utilize projects from Goldsmithing II to apply these design strategies There will be in-class exercises to enhance understanding ot the processes.

JEWL1044 Gemsetting for Repair
Jewellery repair situations often call tor knowledge of gemsetting This course will focus on those aspects ot gemsetting useful to the skilled repairperson; how to unset and reset a stone, recognition ot types of settings; knowledge of the construction of settings; the use and maintenance ot specialized setting equipment.

JEWL1045 Jewellery Casting
Casting is the primary technique for mass production in jewellery manufacture. Students will learn the process through lectures and assignments that follow production of pieces from an original model through casting, making a mold, and creating multiple castings of the original piece.

JEWL2001 Jewellery Rendering and Illustration II
This course builds on Jewellery Rendering and Illustration I. Students will continue to work with topics previously studied and be introduced to colour theory and colour rendering techniques employing gouache. False perspective will be introduced.

JEWL2002 Jewellery Rendering and Illustration III
Students will continue to develop skills presented in previous courses. Possibilities of rendering and illustration styles will be explored through presentations and guest speakers.

JEWL2003 Gemmology III
Properties and testing of the more common gems are studied in detail. Topics will include their chemical and physical properties, varieties, main localities, toughness and hardness, as well as their reaction to setting, repair and cleaning. The methods ot artificial alteration of colour in gemstones, such as heat and irradiation will also be examined.

JEWL2005 Gemmology IV
The more common organic and inorganic gems, including natural, cultural and imitation pearls, will be explored thoroughly, including identitication, treatment, grading and care ot pearls.

JEWL2006 Gemsetting I
This course introduces the student to the fundamentals ot gemsetting. Students will learn about the construction and maintenance of essential tools used in gemsetting procedures by working with them on practice exercises that include claw and bezel setting.

JEWL2007 Jewellery Repairs I
Class participants will learn a wide variety of repair techniques: ring sizing, reshanking, chain repair, metal testing, bead stringing, machine engraving, retipping, soft solder, electroplating and chemical bonding.

JEWL2008 Jewellery Repairs II
Under supervision, items in need of repair are worked on by the students. Students are provided with as many different types of repair as possible.

JEWL2009 Theory of Goldsmithing III
The primary subject matter of this course is the process of lost wax centrifugal casting. Students will apply knowledge gained through lecture, demonstrations and assignments to Goldsmithing III projects. Several decorative techniques will also be introduced: fusing, reticulation, twisted wire, patination and chasing and repousse.

JEWL2010 Theory of Goldsmithing IV
The exploration of decorative techniques will continue with sheet metal laminations, inlay, Japanese alloys and etching. The plastic qualities of metal will be explored through forging, roller forming and anticlastic forming The mechanics of handmade catches are introduced

JEWL2011 Gemsetting II
Students will build upon their knowledge from Gemsetting I through hands on experience working on gypsy and channel settings. Students will be introduced to bead setting, caliber setting, flush, illusion, star and cut-down setting

JEWL2014 Goldsmithing III
This intermediate course provides students with the opportunity to produce both one of a kind and multiple production jewellery by the lost wax centrifugal casting method Emphasis will be placed on the appropriate use of the process and recognition of quality standards.

JEWL2015 Goldsmithing IV
Students will employ karat gold to tabricate a brooch, a mechanical catch and a ring. The construction ot hinges will be introduced through an assigned sample Students are encouraged to employ the techniques and processes from Theory ot Goldsmithing III and IV in the creation of their projects.

JEWL2019 Jewellery Design III
This course will employ the projects from Goldsmithing III as the basis for exploration of jewellery design methodologies. Emphasis will be placed on research and the objective analysis and critique of designs

JEWL2020 Jewellery Design IV
The students will work with projects from Goldsmithing IV to develop their facility and speed with specific design criteria In-class assignments will provide opportunity to practice design skills.

JEWL3001 Jewellery Rendering and Illustration IV
Students will refine skills introduced in previous courses and will be expected to experiment with a personal style of rendering. Renderings tor jewellery competitions will be produced.

JEWL3002 Jewellery Rendering and Illustration V
Students will refine skills introduced in previous courses with regard to speed and fluency. Material preferences and a personal style ot rendering should already be established This course will allow an opportunity to prepare a body of work illustrative ot their style. Renderings for jewellery competitions will be produced.

JEWL3003 Diamond Grading and Evaluation I
Using the microscope and the colour master set, practical diamond grading will be accomplished by following the prescribed steps and filling the intormation on the diamond grading form according to cut, clarity, colour and carat weight

JEWL3005 Diamond Grading and Evaluation II
See JEWL3003.

JEWL3007 Jewellery Repairs I
Under instructor supervision, items in need ot repair are worked on by the students. An attempt is made to provide every student with as many different types of repair as possible.

JEWL3008 Jewellery Repairs II
A wide array of jewellery repair situations are provided to the students, some of which may include chain soldering, ring shank soldering, ring sizing, stringing of beads and pearls, remounting of gemstones, retipping of claws, reshanking of rings, working with sott solders to repair costume jewellery, gluing of costume jewellery and the repair of flatware and hollowware when available.

JEWL3009 Goldsmithing V
Students will make jewellery that they have designed within established parameters A variety of projects will be selected in order to give the student the maximum learning opportunity. The main focus of this course is to make jewellery Through problem solving with the professor and other students, they will perform construction procedures both in class and independently.

JEWL3014 Theory of Goldsmithing V
Students are introduced to the theoretical aspects of a wide range ot jewellery related topics, including the use ot the hydraulic press, electroforming, transfer etching, the use of jigs and the construction of an omega back clasp.

JEWL3015 Theory of Goldsmithing VI
Through a combination of presentation methodologies students will encounter a variety of processes in jewellery related topics. These will include wire and plate lamination, handmade chains, cluster ring theory and construction, and the properties of platinum and palladium.

JEWL3020 Goldsmithing VI
Students will make jewellery that they have designed within established parameters. A variety of projects will be selected in order to give the student the maximum learning opportunity. The main focus of this course is to make jewellery. An independent study project will allow the student to explore personal interests.

JEWL3023 Professional Practices
Through individual and group assignments, the students will prepare for their professional careers by creating résumés, portfolio, network and business contact lists. A wide variety of guest lecturers will offer the role models and professional insights and information.

JEWL3033 Jewellery Design V
This course continues the study of jewellery design from previous semesters. Concentration will be on design for competitions, reinterpreting historical styles and design considerations for production work as relating to Goldsmithing IV projects.

JEWL3034 Jewellery Design VI
The focus for this course is designing to specific criteria, for a particular market or individual client. Personal style will be stressed through the independent research project from Goldsmithing VI.

KINE1001 Kinesiology I
The course is centered around the skeletal, articular and connective tissue structure of the human body. Emphasis is placed on the relationships of structure and function within the context of human movement, joint stability and range of motion.

KINE1002 Kinesiology and Biomechanics
Contact department for course description.

KINE1003 Kinesiology/Biomechanics for Technicians I
Through a series of modules, the students develop an understanding of the introductory biomechanical concepts applied in clinical practice for orthotists and prosthetists.

KINE1004 Kinesiology II
With the framework for the human body established in KINE1001, this course will examine specific body areas as integrated functional units. Special emphasis will be placed on muscle identification, location and function. The anatomy of the whole joint area will be studied in the context of a moving body with significant time spent on exercise design, analysis and safety.

KINE1005 Kinesiology/Biomechanics for Technicians II
See KINE1003.

KINE2001 Prosthetics and Orthotic Clinical Case Studies
Contact department for course description.

LAW1002 Legislation and Social Issues
Become familiar with the Child and Family Services Act (1984) and the relevant sections of the Education Act, the impact of the pertinent pieces of legislation, how to work within the legal framework to continue advocating children's and adolescents' needs and rights, how to confront a social issue in depth and to determine what is being done to address it.

LAW1006 Employment and Human Rights Law
Students will be provided with a comprehensive overview of legislation currently existing and under consideration regarding employment and human rights in the workplace.

LAW1011 Business and Family Law
This course concentrates on business and family legal issues which are of interest to financial planners. Topics include proprietorships, partnerships, corporations, and the law of agency. Relevant areas of Canadian Family Law will be discussed.

LAW2003 Commercial Law
This course provides students with the basis for a fundamental understanding of the major areas of law that affect organizations carrying on business in Canada.

LAW2008 Health Care Law
This course is an examination of the legal issues relating to the collection, use, retention and storage of health record information, a study of the practical and legal issues involved in the consent to treatment process, and an overview of Canadian and Ontario law relating to health care.

LAW2014 Law and Security
The hospitality student is provided with a layperson's knowledge of law and specific knowledge of hospitality law, insurance, methods of protecting the security of guests, enforcement of house policies and related legislation.

LAW2020 Legal Terminology
Students learn commonly used legal terms and the context and circumstances in which they might be used.

LAW5004 Hospitality Law
This course aims to give the student an understanding of the laws regulating the hospitality industry, mainly concentrating on laws related to the service of foods and beverages.

LIBA1009 Speaking With Confidence
Through an examination of contemporary social issues, this elective or mandatory General Education course aims to enhance students' understanding of themselves and the society in which they live. The course is designed to improve students' oral presentation skills as students will learn strategies for being persuasive. In addition to effective oral presentation skills, listen, evaluating and non-verbal aspects of communicating are covered.

LIBA1011 Canadian Literature
Students are introduced to literary theory and techniques of literary criticism by examining poetry, fiction, and other forms of writing. The possibilities for defining a national literature, developments in Canadian literary history, and strategies for the detailed reading of works of literary art will be discussed.

LIBA1016 Short Stories
This course provides an understanding of the elements of the short story as a form of literature. Several stories will be read and discussed. Emphasis will be on techniques for reading comprehension including skills that will strengthen language acquisition such as reading for the main idea, separating main and supporting information, reading between the lines, increasing vocabulary, analyzing sentence construction and theme development.

LIBA1017 Short Stories
Through reading and discussing several short stories, students will develop an understanding of the elements of the short story as a form of literature. Emphasis will be on techniques for reading comprehension, including skills that will strengthen language acquisition such as reading for the main ideas, separating main supporting information, reading between the lines, increasing vocabulary, analyzing sentence construction and theme development.

LIBA1019 Tale of a Dragon
Tale of a Dragon is a foundation course in Chinese studies. It encompasses major developments in the humanities, science and technology and society. The course deals with these developments in the context of Chinese history, geography, language and culture. Each unit equips the student with the broad concepts and background necessary for understanding issues in China such as contemporary domestic and international politics, the family, and the place of traditional values, wisdom and accomplishments in the modern world. The units also give the student a useful grounding for further specialized courses in Chinese studies.

LIBA2000 Desktop Video Storytelling
This course responds to "...the need for accurate information and realistic representation of Aboriginal people and the central role of communications... ." Aboriginal students will share their perspective by appropriating communications technology; learning to operate a video camera, to coordinate a video production, and to edit their work using AVID CINEMA MAC, a desktop video editing system. Students will take a hands-on approach to learning about script writing, interviewing, acting, videoing, narrating, using sound and special effects, and editing. The process will involve teamwork, collaborative learning, and participation in community-based cultural activities.

LIFE1001 Career Studies I
This course is designed to enable first semester General Arts and Science students to develop the skills and competencies necessary for academic success in college. The course is taught through lectures, class discussion, assignments and small group work.

LIFE1002 Life Skills I
Emphasis will be on small and large group interaction; groups will explore elements of group interaction.

LIFE1003 Life Skills II
Emphasis will be on self-exploration and exploring and modifying elements of a satisfying and productive lifestyle.

LIFE1005 Life Skills Methodology I
Life Skills I combines theory with practice and emphasizes skill development and problem solving to deal with life situations under the categories of personal, self, family, work, leisure and community.

LIFE2004 Life Skills Methodology II
Contact department for course description.

LITH1001 Lithography Processes I
This basic course covers the fundamentals of offset lithography using 10 x 15 presses, including feeding, register, dampening system, ink control and running of one colour and two colour projects.

LITH1004 Lithography Processes II
Learn offset lithography on single colour presses, good housekeeping and safety, lubrication, measuring instruments and devices for press operators, cylinder arrangements, both alcohol and conventional dampening systems, inking and registering systems, and plates, paper and ink as related to the press operator, the operation of a single colour press running one and two colour projects.

LITH2002 Machine Printing Offset/Flexo
Contact department for course description.

MARK1001 Introduction to Marketing for Non-Marketing Students
This is an introductory course in the philosophy, theory and application of modern marketing concepts, principles and techniques. The student will examine the contribution of marketing to society as a whole and the role and functions of the marketing department. Important topics include the marketing environment, consumer behaviour, market segmentation, market targeting, positioning and the development of the marketing mix.

MARK1002 Professional Presentations/Selling
This is an introductory course in professional selling and relationship management, which requires prior knowledge, acquired in introductory marketing principles. The course is designed to prepare the student to develop knowledge, skills and attitudes required to be successful in dealing with modern selling situations. This includes negotiating and building mutually beneficial long-term partnerships in both organizational and client based environments. Student will use industry-standard contact management software and Internet exercises.

MARK1003 Communications and Advertising
This is an introductory course and covers the fundamental skills and industry knowledge required for advertising management and planning. Emphasis is on analyzing a complex marketing situation and developing a logical advertising plan. Students write and administer an annual advertising portfolio, ensuring that key goals and maximum efficiencies are achieved.

MARK1006 Sales Promotion, Direct Marketing and Integrated Marketing Communications
This course introduces students to the basics of direct response marketing, sales promotion and publicity. A variety of communication media and promotional tools will be examined for their effectiveness to marketers in driving profitable sales.

MARK1011 Strategic Planning and Marketing Management
This is an advanced course in marketing strategy, which requires prior knowledge in introductory marketing principles. This course will present students with an effective approach to analyzing, planning and implementing marketing strategies. Students will develop the skills needed to evaluate and effectively solve marketing problems faced by practitioners. In addition, students will use a computerized business simulation to apply their knowledge of marketing, marketing planning, financial planning, pricing, promotion and distribution planning, to maximize opportunities and establish a defensible position against environmental threats.

MARK1020 Introduction to Marketing
This is an introductory course in the theory and application of modern marketing concepts, principles and techniques. Students study marketing in relation to society and the roles and functions of a marketing department in a business or non-profit organization–from both a global and ethical perspective. The topics include: the marketing environment, consumer behaviour, market segmentation, targets marketing, positioning, marketing research, product decisions, branding, and development of promotion mix. Students use the Internet for research, and industry-standard computer software for analysis, research and communication.

MARK2002 Advertising I
This course introduces the student to the vital relationship between words and visuals as they combine to form exciting advertising concepts and the systematic steps from thumbnail concepts through roughs, to comps. It explores designs that communicate clearly and with maximum impact in newspapers and magazines. It emphasizes the fast, clean use of markers to render layouts as well as their mounting and presentation, the appropriate selection of type and its rendering, and the use and importance of photography in advertising. Brainstorming and lessons in lateral thinking are introduced.

MARK2003 Advertising II
With the development of exciting advertising concepts for outdoor advertising, a multi-media campaign, and direct mail brochure, this course explores the aspects of design, rendering and typography, the importance of target markets, the steps from thumbnail concepts through roughs, comps, typesetting and computer output. Brainstorming and lessons in lateral thinking are introduced.

MARK2005 Product, Planning and Pricing Policies
This course involves an in-depth study of strategies leading to new product marketing decisions including product planning, development, branding and packaging. An examination of current product line strategies include a strategic product mix analysis, product policies, and the product life cycle concept. This course also includes various product pricing strategies which businesses employ to determine trade and consumer prices.

MARK2006 Marketing Channels
This course concentrates on the operation, policies and marketing management of wholesalers and retailers with particular emphasis on retailers. It then shifts emphasis to consider the channel as a sales system from manufacturer to end user, to identify conflicts and maximize efficiency. This course includes both texts and major project or projects.

MARK2007 Marketing Research
Marketing research is the systematic and objective planning, gathering, recording, and analyzing of information to enhance the decision making process of marketing managers. In this course, students will focus in applied research–problem-specific research focused on helping managers resolve specific problems. Topics covered include the process of marketing research, research design, data collection methods and sampling techniques. Students will utilize the knowledge gained to conduct and present a comprehensive marketing research study.

MARK2008 Public Relations and Publicity
This course defines and explains the role of P.R. for the firm. Topics include the preparation of news releases for all media; running of press conferences; development of effective campaigns to stress various aspects of products, individuals and the corporate image, and the handling of all aspects of external communication by the firm, other than paid commercial messages. The course uses text, cases, and an industry project.

MARK2009 Consumer Behaviour Environment
Consumer behavior is the study of the process involved when individuals or groups select, purchase, use or dispose of products for services to satisfy needs and desires. Students will study the importance of understanding consumers when formulating marketing strategy. Topics include: consumers in the marketplace, motivation and values, attitudes, individual decision making, the purchase situation, postpurchase evaluation, group influence and opinion leadership, ethnic and regional subcultures and culture influences on consumer behaviour.

MARK2010 Quantitative Marketing Analysis
In this quantitative approach to marketing analysis and decision-making students apply a variety of packaged programs on the computer, including forecasting, regression correlation, sensitivity analysis and linear programming. Other topics include program evaluation and review techniques.

MARK2011 Marketing
The hospitality management student will explore the basic principles of marketing and their application to the hotel business. Continuing to study marketing, especially food and beverage advertising sales promotion, public relations, personal sales and menu preparation, hospitality management students will work in small groups and create a plan for an event related to the hospitality industry which will take place at the college campus for the benefit of the entire student population.

MARK2014 Marketing Project
The emphasis of this course is on the completion of the marketing plan of a hotel for one full calendar year. This hotel will be targeted as your final semester management product for Financial Management and Front Office Operation. Prerequisite: MARK2011.

MARK2020 Fundamentals of International Marketing
The business student in this course will cover the world's economic environments, the varied cultural environments; the political and legal environments; marketing to the world, international product policy; distribution, international promotion, pricing in international markets; market planning and the organization and control of international marketing.

MARK2027 Sales Training and Client Management
Class participants will concentrate on the techniques of salesmanship while placing the client at the centre of activity. Areas of study include buying motives, prospecting, planning the sales presentation, handling objectives and closing the sale. The student will analyze sales management problems in order to develop sales opportunities and tactics.

MARK2028 Marketing Financial Services
This course will concentrate on the characteristics of marketing financial services and financial products, elements and coordination of the financial services market, and public and media relations.

MARK2029 Advertising, Public Relations and Media Management
Concepts explored will include how advertising works, planning an advertising campaign; developing a media plan, and the role of research in advertising planning. The operations associated with both electronic broadcast media and print media will be discussed as well as effective management of media organization. The principles and trends of public relations as a vital marketing tool, its responsibility and power with clients, media and corporate relations will also be addressed.

MARK2033 Database Marketing
In this course the student will learn how to design and implement a direct marketing campaign which is supported by an electronic database. The students practice key aspects of database/direct marketing including acquiring a relevant mailing list, segmenting by RFM, creating an offer and measuring performance. Content will also explore the significant differences between direct and mass marketing and the role of database marketing in mass marketing organizations.

MARK2034 Dperations and Logistics
This course concentrates on the operation, policies and marketing management of wholesalers and retailers with particular emphasis on retailers. It then shifts emphasis to consider the channel as a sales system from manufacturer to end user, to identify conflicts and maximize efficiency. This course includes both texts and major project or projects.

MARK3001 Corporate Image Advertising I
This course builds upon the skills learned in Advertising I and II and introduces the student to the means of product and company identification as used in advertising, the development of slogans, a TV storyboard for an animated characterization for a brand, a multicultural image campaign appropriate to a specific target audience, preparing estimates and quotes for clients; brainstorming and lateral thinking lessons.

MARK3002 Advertising III
By using a combination of skills and knowledge, students design and write advertising for print and outdoor. Product lifecycle and product/market development are explored. The course traces development of national advertising from research through marketing, media planning, creative and production, as the student works to professional standards in outdoor and print.

MARK3003 Corporate Image Advertising II
This course continues to emphasize a high level of conceptual thinking as it applies to product and company identification in advertising. The development of slogans, long term national image campaign, public service campaign, market research, establishing quotes for media, production, artwork, lateral thinking and brainstorming. The work program provides the student with the opportunity to experience an actual advertising agency environment.

MARK3004 Advertising IV
This course continues to emphasize a high level of conceptual thinking as it applies to multi-media campaigns, designing and writing advertising for a television demonstration commercial.

MARK3006 Web Page/Internet Marketing
This course is designed to provide the environment for students to understand and design information systems related to marketing. The topics covered reflect the current standards, practices and tools used in business and industry. Students will learn basic skills in using computers as a tool in effective office management, business decision making and problem solving.

MARK3007 Services Marketing
Service organizations make up a significant part of our economy. They differ in many important respects from manufacturing businesses, resulting in a differing approach to planning and implementing of marketing strategy. This course is designed to give the student a better understanding of the marketing strategies and goals involved for service organizations. The main objective of this course is to simulate the managerial experience of decision making for business in a services oriented marketplace. The service division of manufacturing firms are also included within this group. The case student method (as opposed to the lecture method) of instruction will be used to facilitate student learning. Real-world cases will be used in this course.

MARK3010 Marketing Practicum I
The student must secure College approved employment with an organization/firm (min. 300 hours) for hands on experience in the marketing field.

MARK3011 Marketing Practicum II
See MARK3010

MARK3012 Promotion and Publicity
With the emphasis on different media applications, including broadcast, print and the Internet, this course introduces the student to types of promotional communication.

MARK3013 E-Business
Contact department for course description.

MAT Inks and Substrates
Contact department for course description.

MATH1001 Mathematics Skills I
Introduction to budgeting using realistic, everyday situations; cost comparisons.

MATH1002 Mathematics Skills II
Review of budgeting and cost comparisons and introduction to calculating taxes, using income tax forms and calculating G.S.T. and P.S.T. and interest charges.

MATH1006 Business Mathematics
This course offers the opportunity to learn the basic mathematic skills required in related Hospitality management courses.

MATH1008 Mathematics for Business and Management
An introductory business mathematics course, the course content includes break-even analysis, commercial discounts, simple interest, promissory notes, compound interest, equivalent values and annuities.

MATH1012 Mathematics for Information Technology
This semester two math course builds on the concepts of MATH1025 and provides specific applications to Information Technology.

MATH1015 Mathematics of Merchandising
The Mathematics of Merchandising is a second level course in which the basic fundamentals of Business Mathematics are applied in different kinds of retail outlets. The latter part of the course deals with the necessary elements in planning and estimating inventory which will lead to successful merchandising.

MATH1018 Mathematics (Graphics Arts Related)
This course is designed to provide basic skills in mathematics to enable the student to handle formulae relating to graphic arts practice; to produce and interpret graphs resulting from empirical data related to the cost and production of printed material; and to be familiar with the units and practice of copyfitting and paper stock.

MATH1019 Mathematics (Graphic Arts Related)
This course furthers the skills gained in MATH1018.

MATH1021 Mathematics of Finance
Students learn to perform day-to-day calculations involved in financial markets and make business decisions in an objective manner. Mathematical concepts and procedures required to succeed in financial management are studied. Computer software will be used in this course.

MATH1025 Mathematics for Technology I
This course is designed to introduce the student to the main ideas in Algebra, from which further development will take place in later semesters. The concept of one variable as a function of another variable will be explored, as well as the relationship between functions and graphs. Methods of solving systems of linear equations will be studied, as well as factoring, algebraic functions and quadratic equations. Exponential and logarithmic functions will also be covered.

MATH1026 Mathematics
Reviewing the basic mathematical concepts related to fashion management, topics addressed are percentage in the calculation of commercial discounts, simple and compound interest, and a review of units of measure as used in the apparel industry.

MATH1027 Foundational Business Mathematics
This is a course designed for students who need help with Foundational Mathematics topics. Topics covered include review of arithmetic, order of operations, decimals, exponents, basic algebra and graphing. The course will apply the above concepts to business.

MATH1030 Business Mathematics
Through this introductory business math course, the student will be introduced to ratios and proportion, percent, simple interest, marketing, payroll and compound interest.

MATH1034 Mathematics for General Arts & Science
This is a first year post-secondary mathematics course designed to build the student's confidence and ability in algebraic and geometric methods of problem solving.

MATH1038 Personal Finance
This is a practical and theoretical course in personal financial planning. Topics covered include personal income tax, wills, insurance, retirement, saving and investing, stocks and mutual funds and home mortgages. The course will also look at some of the socioeconomic issues surrounding these topics.

MATH1040 Mathematics
This course combines a review of basic arithmetic – addition, subtraction, multiplication, division, fractions and decimals – with an introduction to pricing, markup, markdown and costing. Problems and situations related to the expenses and financial decisions involved in running a business are explored.

MATH1047 Mathematics for Technology II
This math course covers trigonometric functions, parametric equations, vectors and complex analysis. An introduction to calculus, a review of functions and limits, as well as the first derivatives are covered.

MATH1050 Mathematics for Technology II
Math II includes trigonometric functions of any angle and inverse trigonometric functions; radian measure and its applications; the solution of both right-angled and oblique triangles, law of sines and cosines; graphs of trigonometric functions, exponents and radicals; trigonometric identities; double-angle and half-angle formulas; trigonometric equations.

MATH1070 Skills for College Mathematics
Contact department for course description.

MATH 1076 Applied Mathematics
Contact department for course description.

MATH1077 Math for Mechanical Engineering
Focusing on how to solve problems using principles of geometry, mensuration and trigonometry and their application to word problems, an emphasis on algebra is included to prepare students for the calculus course of semester three.

MATH1078 Mathematics for Building Technology
Contact department for course description.

MATH2003 Mathematics
Linear equations, slopes and solving systems of two linear equations: graphically, algebraically, and by determinants, are covered along with factoring and a review of algebraic equations.

MATH2015 Applied Calculus for Mechanical Engineering
This course includes basic concepts of the differential calculus for functions of one variable: limit and continuity; the definition of derivative; differentiation rules and techniques; their application to geometrical and mechanical problems.

MATH2019 Applied Calculus for Electronics I
This course is designed to introduce the student to the main ideas of calculus, in particular: limits; derivatives and differentiation; introducing integration; methods of integration; applications of derivatives in curve sketching; related rates and min/max problems; differentiation of transcendental functions, including trigonometric and inverse trigonometric functions; exponential and logarithmic functions.

MATH2026 Applied Calculus for Electronics II
This math course starts with a review of integration and covers the new methods of integration and their applications. Also covered are expansions and functions in series.

MATH2028 Quantitative Analysis
This introductory course is intended to given students a conceptual understanding of appropriate measures of average and yields, volatility, correlation and forecasting, indices, rankings and graphical and tabular representations of data with respect to equities, bonds and mutual funds.

MATH3003 Applied Mathematics
This course applies mathematical principles to air conditioning and refrigeration.

MATH3006 Applied Mathematics for Mechanical Engineering
Principles of thermodynamics and their applications are covered in this course.

MATH3007 Applied Differential Equations for Electronics
Topics covered in this course include differential equations, separation of variables, integrable combinations, fourier series and applications of every topic to fields of electronics and instrumentation technology.

MATH3010 Probability and Statistics
With heavy emphasis on electronic design, manufacturing and quality control applications, the course explores sampling and analysis statistical methods.

MATH3011 Mathematics for Technology V
Contact department for course description.

MATH5001 **Business Mathematics**
A review of basic mathematics, including whole numbers, fractions, decimals and percent.

MATH5009 **Mathematics**
This course is a review of basic mathematical concepts and their application to the hospitality industry.

MATH5017 **Mathematics**
Mathematical problems related to operating a small business today are addressed, including the basics of bookkeeping, application of percentages in commercial discounts, simple interest, installment purchases, payroll deductions, T-accounts, preparing income statements and balance sheets.

MATH5031 **Basic Mathematics I**
Contact department for course description

MATH7001 **Mathematics (Level 2)**
Introduction to basic mathematics including whole numbers, tractions, decimals, per cent, ratio and proportion.

MATH7002 **Mathematics**
Contact department for course description.

MATH7007 **Mathematics (Level 4)**
Students will solve different types of equations, applications ot algebra and inequalities

MATH7012 **Mathematics (Level 2)**
See MATH7001.

MATH7013 **Mathematics (Level 3)**
A review of basic mathematics and an introduction to basic algebra.

MATH7052 **Mathematics (Level 3)**
See MATH7013.

MATH7053 **Mathematics (Level 4)**
See MATH7007.

MATH7061 **Mathematics (LBS Level I)**
Basic Mathematics including whole numbers, fractions and decimals.

MECH2001 **Mechanics**
Contact department for course description.

MENG1002 **Engineering Design – Theory I**
The content of this course is designed for the Mechanical Engineering Technician – Tool & Die Maker program, to be consistent with standards, practices and techniques currently used in drafting/design of mechanical engineering projects. All current practices of graphic communication will be exercised in each single-concept unit, such as: sketching, the use of drafting board and computer aided drafting at the student's level. At each stage of the course functional drafting/design will be emphasized, combining the equal importance of shape description, dimensioning, material specification, related shop processes, fasteners and sectional views. Both the Metric and Imperial unit systems will be applied in this course. This course is an important foundation in any mechanical engineering program, in order to meet program outcomes.

MENG1004 **Machining Fundamentals II**
This course introduces the student to the concept of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manutacturing practices such as process planning, cost estimating, safety and time management.

MENG1007 **Machining Fundamentals I**
Machining Fundamentals introduces the student to the concept of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manutacturing methods and techniques. The student will learn to apply accepted manutacturing practices such as process planning, cost estimating, safety and time management.

MENG1008 **Manufacturing Processes**
In a theoretical method using accepted manufacturing methods and techniques, this course introduces the student to the concept of manutacturing fundamentals in a manufacturing environment. The student will learn where to apply these accepted manufacturing processes for maximum efficiency.

MENG1009 **Engineering Design – Theory II**
Designed tor the Mechanical Engineering Technician – Tool & Die Maker program, this course builds on the principles covered in Engineering Design Theory I, including the following topics: assembly drawings; bills of materials, auxiliary views, tabrication assemblies and subassemblies, weld symbols, engineering oftice documentation; tolerances and fits, and introduction to GD&T.

MENG1019 **Fluid Mechanics**
This course investigates two areas of fluid mechanics: the statics of fluid containment and tloatation, and the dynamics of power transmission through simple piping systems. The student will be able to apply these principles in a range of engineering design situations that include pneumatic and hydraulic systems, tluid distribution and ventilation systems and special purpose machines. Practical problems are analyzed for the determination of sizes, forces, power values, etc. in both the Imperial and Metric systems, and the operation of some standard items is also discussed.

MENG1022 **Trade Practical**
Contact department for course description

MENG1026 **Engineering Design I**
Students will learn to follow the standards, practices and techniques currently used in drafting/design of mechanical engineering projects. All current practices of graphic communication will be exercised in each single-concept unit, such as: sketching, the use of drafting board and computer aided drafting at the student's level. At each stage of the course functional drafting/design will be emphasized, combining the equal importance of shape description, dimensioning, material specification, related shop processes, fasteners and sectional views. Both the Metric and Imperial unit systems will be applied in this course.

MENG1027 **Introduction to Machining Fundamentals**
This course introduces the student to the basic concepts of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices such as process planning, cost estimating, safety and time management

MENG1028 **Engineering Design II**
Designed for the Mechanical Engineering Technician and the Mechanical Engineering Technology programs, and building on the principles covered in Engineering Design I, on completion of this course the student will be able to apply conventional drafting standards and principles to create fully annotated engineering drawings: assembly and details. The course will include the following topics at the advanced level: assembly drawings, bills of materials, auxiliary views, fabricated assemblies and subassemblies; weld symbols, engineering oftice documentation; tolerances and fits; and introduction to GD&T.

MENG2002 **Jig & Fixture Making**
Building on machining skills learned in semesters 1 and 2, the student will start the construction of a progressive die in this third semester. In this course, students will be able to build a die set by reading and interpreting die drawings and sketches and fabricate a die set from machined components and initial machining of component parts of a die. The student's die will be started in Semester 3, (MENG2002) and completed in Semester 4 (MENG2004).

MENG2004 **Die Making**
This course introduces the student to the concept of die making in manufacturing environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices and will focus on more complex manufacturing processes of die design and die making.

MENG2005 **Mechatronics I**
Building on Engineering Design I and II, in Mechatronics I design projects will integrate mechanical and control engineering. The student will learn and apply concepts basic to jig and fixture design, such as locating and clamping principles, material suitability and use of standard components. Some advanced manutacturing concepts will be introduced and utilized in design projects. Application of advanced geometric dimensioning and tolerancing is critical tor all design projects. All concept and design will be instructed and practiced according to CSA (ISO) standards. This course is a prerequisite for Mechatronics II.

MENG2008 **Control Technology I**
Control Technology I is one of the core subjects in Mechanical Engineering Technician and Technologist programs, working closely with the Mechatronics course. This course is about control systems and their application in various technologies, such as pneumatic and electro-pneumatic. Control systems, components and the design of control circuit will be studied in this course. Symbology is according to CSA (ISO) standards.

MENG2009 **Mechatronics II**
Mechatronics II is a continuation of Mechatronics I. In this semester the student will learn about die and machine design principles at an introductory level, and use the concept for the design ot automated devices. Students will also learn about automated manufacturing systems, including handling and transter equipment and industrial robots. Design projects are a very important part ot this course, to integrate technologies such as mechanical and control engineering at technician level.

MENG2010 **Control Technology II**
As the continuation of Control Technology I, this course will introduce Programmable Logic Controllers (PLCs). With the combination of energy media, control systems will be reviewed and further application of actuators, sensors, processors and softwares will be discussed for the design of controls in different industries.

MENG2017 Geometric Dimensioning & Tolerancing
This course is designed to introduce Geometric Dimensioning & Tolerancing (GD&T) as a design specific, manufacturing and inspection language for effective communication. GD&T specifies functional relationships of parts and assemblies, and provides national/international communication base between customers and suppliers. The student learns about form, orientation, profile, locational and runout controls, datums, gaging and other GD&T control conventions. This course is complementary to Mechatronics I and prerequisite to Mechatronics II.

MENG2021 Industrial Maintenance I
Contact department for course description.

MENG2022 Programmable Logic Controllers II
Contact department for course description

MENG2023 Dynamics of Machines
Contact department for course description.

MENG2024 Industrial Maintenance II
Contact department for course description.

MENG2025 Advanced Manufacturing Processes
Contact department for course description.

MENG2027 Programmable Logic Controllers II
Contact department for course description.

MENG2028 Mechatronics III
Contact department for course description.

MENG3006 Thermodynamics
As well as examining internal combustion engines and refrigeration, students will be introduced to the principles, processes and laws of thermodynamics applicable to mechanical engineering

MENG3008 Project Design I
In Project Design I the student advances his/her theoretical and practical knowledge to integrate engineering science, manufacturing processes and mechanical design, to facilitate innovation, the design of a new product, to analyse a system and make decisions on how the product is to be manufactured. The knowledge of intermediate design fundamentals, drafting standards, tolerancing and GD&T are expected and necessary. Students will also learn about automated manufacturing systems, including handling and transfer equipment and industrial robots. Design projects are a very important part of this course, to integrate technologies such as mechanical and control engineering at technologist's level. This course is working parallel with Manufacturing Control Applications I

MENG3009 Manufacturing Control Applications I
Based on Control Technology I and II, this course is analysing, proposing solutions and designing devices for product and process mechanization and automation to improve economy and efficiency. This course utilizes pneumatic, electronpneumatic and PLC technologies at technologist's level. This course is working parallel with Project Design I.

MENG3010 Project Design II
In Project Design II the student further advances his/her theoretical and practical knowledge to integrate engineering science, manufacturing processes and mechanical design, to facilitate innovation, the design of a new product, to analyse a system and make decisions on how the product is to be manufactured. The knowledge of intermediate design fundamentals, drafting standards, tolerancing and GD&T are expected and necessary. The student will analyse product design for economic assembly and propose various activities based on his/her decision. Design projects are a very important part of this course, to integrate technologies such as mechanical and pneumatic, electropneumatic and PLC technologies at technologist's level. This course is working parallel with Manufacturing Control Applications II.

MENG3011 Manufacturing Control Applications II
A continuation of MENG3009. This course is utilising pneumatic, electropneumatic and PLC technologies at technologist's level. This course is working parallel with Project Design II.

MENG3012 Finite Element Analysis
In this course the student will prepare for the 21st century engineering office by using COSMOS/M, the most powerful software to analyse designs in minutes. With the help of COSMOS/M with Micro CADAM's Helix Design System, this course will introduce testing designs in real life operating conditions to give solutions to engineering problems including stress, displacement, frequency, buckling, heat transfer and dynamic response in actual operating environments.

MENG3018 Programmable Logic Control
Contact department for course description

MENG3019 Mechanisms
Contact department for course description.

MENG3020 Programmable Manipulators II
Contact department for course description.

MENG3021 Automation and Elements of Assembly Processes
Contact department for course description

MENG3022 Statistical Process Control
Contact department for course description.

MGMT2003 Production Application
This course is an accompanying course for BUS1016 and deals with production applications based on the theory learned in BUS1016. The students will construct, manipulate and solve industry related applications.

MGMT2005 General Management I
Students will understand and be able to demonstrate basic management skills in an office environment. Topics include: current management theories, motivation, delegation, team-building techniques, communications, coaching staff, effective meetings.

MGMT2008 General Management II
This course will provide the student with a forum to demonstrate their grasp of advanced management skills. Topics include: managing in the Canadian environment – in the 90s and beyond, organization politics, leadership styles, planning for and developing the necessary human resources and the effects on the total organization of managerial decisions.

MGMT2009 Fundamentals Of Management
Responsibility-authority relationships and organizational structures for a variety of businesses will be discussed during this introduction to the fundamental concepts of business management and organizational development.

MGMT2012 Applied Management Practice
This course covers the basic elements concerned with managing a small business, in particular the business considerations that are involved in administration of a dental laboratory.

MGMT2022 Small Business Management
Students learn the requirements of operating a small business and develop a business plan.

MGMT3002 Introduction to Small Business Management
Focusing on the basic issues and steps involved in establishing and successfully operating a small business, students also study strategies needed to deal with typical problems confronted under difficult competitive and economic conditions. This course helps students develop skills needed for the purpose of applying their technical expertise within a business context, enabling them to carry on business activity in an efficient manner and to be better able to derive the necessary financial return for their efforts. Successful students will be able to develop an orderly approach to running a business through understanding of the key operating, marketing and financial considerations that make up a well balanced business strategy.

MGMT4005 Supervisory Techniques
The course analyses the role of supervisor in the organizational structure and the application of managerial tools.

MGMT5002 Small Business Management
This course introduces the student to the basics of setting up a small business. Topics include selecting the appropriate legal form of business, negotiable instruments, insurance and bankruptcy. In addition, this course will help the student to understand marketing, planning and risks in business.

NURS1001 Nursing Theory I
This is a basic nursing theory course which assists the student in assessing how individuals meet their universal and developmental self-care requisites throughout the life cycle. Basic nursing foundation, beliefs and values are discussed with attention to the development of a professional identity focusing on accountability and responsibility. The concept of professional membership and nursing and health teams is introduced.

NURS1003 Nursing Practice I
The student will have the opportunity to put nursing theory into practice through simulations, computer tests and laboratory practice of nursing skills. Students select community experiences to enrich their understanding of individuals at various stages of the life cycle. Hospital experiences are scheduled to provide the student with an opportunity to plan and implement care for a client.

NURS 1004 Nursing as a Profession
This course examines nursing as a profession, the roles, history, and ethical issues facing nurses. The course incorporates human relations concepts from the nurse's perspective.

NURS1007 Nursing Theory II
Students will study the nursing interventions to assist individuals with common health deviations to meet their needs. Health promotion strategies and community resources are discussed. Body responses and clinical manifestations are integrated throughout the course as well as therapeutic interventions including pharmacology. Professionalism, ethics, legislation and standards are examined as they relate to nursing practice.

NURS1011 Theory of Nursing Practice
A theoretical nursing framework will be discussed in this course with emphasis on assessment of the individual's ability to meet his/her health deviation self-care requisites in relation to common health deviations. Methods of prescribing nursing assistance will be presented. This course will continue to explore information about nursing and the law and professional responsibility as a member of the health team. Current trends in nursing practice will be addressed.

NURS1012 Nursing Practice II
Selected opportunities will be provided for students to apply a theoretical nursing framework to individuals with simple common health deviations.

NURS1013 Community Health Nursing I
Comprised of the theory and practicum components, this course facilitates the students' comprehension and application of health assessment models, epidemiology, critical social theory, and health legislation relevant to them in the community.

NURS1014 Professional Practice I
This course is an introduction to the study and practice of nursing. The focus is on a holistic approach and the collaborative role of the nurse in the promotion of health in a client driven context of an integrated health care system. It will provide the learner with opportunities to integrate knowledge and skill in making sound clinical judgements. There is an emphasis on developing self-direction, team building, critical thinking, therapeutic communication and assessment skills as well as developing/demonstrating responsibility and accountability in professional practice.

NURS1015 Professional Practice II
Building on the Professional Practice I course, this course provides the learner with opportunities to broaden his/her knowledge and skill in making sound clinical judgements in more complex situations. There is an emphasis on caring for individuals within the family context, health teaching and developing more advanced interpersonal skills in conflict resolution, negotiation and assertiveness.

NURS1016 RPN Professional Practice III
This course provides consolidation of the student's learning. Final theory topics are covered and then the student works in a clinical setting under a preceptor and a visiting clinical professor. The student will be able to function as a fully trained professional by the completion of the course and have knowledge to write the licensing examination.

NURS1020 RPN Nursing Theory I
This Nursing theory course offers the student an introduction to nursing as a profession covering topics such as professional responsibility and acceptability, a holistic approach to practice, and beginning pathophysiology. Critical thinking is emphasized throughout theory courses by integrating practical nursing applications to theory.

NURS1021 RPN Nursing Practice 1
This course is the beginning professional practice course where students learn the psychomotor skills related to the nursing profession. Students have the opportunity to learn and practice their skills in a simulated hospital setting. Clinical experience in a health care facility provides a chance to implement these skills under the guidance of a clinical professor.

NURS1022 RPN Nursing Theory II
This more advanced theory course continues to build on the knowledge gained in Semester one. The pathophysiology of common illnesses is dealt with in greater depth and complements the information learned in anatomy and physiology. Interpersonal skills, documentation, health promotion, and critical thinking are some of the elements covered in the course.

NURS1023 RPN Nursing Practice II
The student nurse learns more advanced patient care skills and the program allows these skills to be practiced in clinical settings. The first half of the semester a clinical professor provides support and guidance and in the second half the student works with a mentor and role model to gain invaluable experience in a "real-world" setting.

NURS2001 Nursing Theory III
This course will discuss a theoretical nursing framework with emphasis on assessment of the individual's ability to meet his/her health deviation self-care requisites related to specific diagnostic and therapeutic interventions. Methods of prescribing nursing assistance will also be presented. Part of this course will explore nursing ethics as it relates to the practicum. Emphasis will be on the role of the nurse as a patient advocate. Discussion of current trends will continue.

NURS2002 Nursing Practice III
Students will have selected opportunities to apply a theoretical nursing framework to individuals with common health deviations who require specific diagnostic and therapeutic interventions.

NURS2003 Nursing Practice IV
This course will provide further opportunities for the student to apply a theoretical nursing framework to individuals with more complex common health deviations who require specific diagnostic and therapeutic interventions.

NURS2004 Nursing Theory IV
Discussing a theoretical nursing framework with emphasis on the assessment of individuals with complex common health deviations, methods of prescribing nursing assistance will also be presented. Part of the course will explore implications for nurses arising from current legislation, and the student will be introduced to his/her role regarding membership in professional nursing organizations, e.g., C.O.N., R.N.A.O., O.N.A. Current trends in health care will be discussed.

NURS2005 Community Health Nursing II
In order to assist the individual with health care needs in the community, this course will facilitate the students' comprehension and application of interpersonal skills, which will be developed through the study of communication, advocacy, alternative health practices and adaptive technical skills. The course will include theory and practicum components.

NURS2006 Community Health Nursing III
Including theory and practicum components, this course will facilitate the students' comprehension and application of therapeutic assessment and intervention to maintain and/or improve family health in the community.

NURS3001 Nursing Theory V
Nursing Theory V will discuss a theoretical nursing framework with emphasis on the assessment of the ability of individuals with common advanced health deviations to meet self-care requisites. Methods of prescribing nursing assistance will be presented. Part of the course will explore implications for nurses regarding legislation, current and future trends in health care.

NURS3002 Nursing Practice V
Opportunities will be provided during this course for students to apply a theoretical nursing framework to individuals who require specific therapeutic interventions and whose health is in the range of moderately to severely ill.

NURS3003 Nursing Theory VI
This course focuses on the integrative phase of nursing. Emphasis will be on developing leadership skills and independence as an active member of the health team.

NURS3004 Nursing Practicum VI
Emphasizing consolidation of all previous learning experiences, Nursing Practicum VI will provide opportunities for the student to apply a theoretical nursing framework to individuals on all levels of the health illness continuum.

NURS3005 Community Health Nursing IV
The student will utilize previous knowledge and experience to assist an identified group in the community to achieve health related goals through community action. The course will include theory and practicum components.

NURS4011 Operating Room Nursing – Theory and Labs
This course provides a theory and lab practice of the principles and practices of aseptic and surgical techniques essential for the nurse to function as a member of a surgical team.

NURS4012 Operating Room Nursing – Practicum
This course provides clinical application of the aseptic and surgical techniques learned in operating room nursing.

NURS4020 Perinatal Nursing – Theory
This introduction to the study of family-centered, perinatal nursing discusses ethical issues, transcultural diversity, health promotion, disease prevention, and evidence based approaches to care of high risk newborns and their families.

NURS4021 Perinatal Nursing – Clinical
Application of theoretical knowledge and skills gained in NURS4020 in a Level II NICU.

NURS4022 Neonatal Intensive Care Nursing – Theory
Issues and problems facing the acutely ill, unstable infant and their family are studied in depth.

NURS4023 Neonatal Intensive Care – Clinical
Application of theoretical knowledge and skills gained in NURS4020, NURS4021 and NURS 4022 at an advanced level in a Level III NICU.

NURS4040 Critical Care Nursing – Theory and Lab – General
The core nursing theory and skills essential for the registered nurse caring for a critically ill patient practiced in classes and lab settings.

NURS4041 Critical Care – Pathotherapeutics
In pathotherapeutics, the core concepts of biodynamics, stress, adaptation, and deviations in relation to the vital systems are emphasized.

NURS4042 Critical Care Nursing – Practicum – General
The student practices the clinical application of theory and skill obtained in critical care nursing.

NURS4043 Critical Care Nursing – Theory – Advanced
Gain the knowledge and skills necessary to care for the unstable, critically ill patient with multi-system problems in a sophisticated critical care setting.

NURS4044 Critical Care Nursing – Practicum – Advanced
The student practices the clinical application of theory and skill at an advanced level setting.

NUTR1005 Nutrition
This course details basic nutrition, the role of carbohydrates in the prevention of dental caries, and oral clinical signs from vitamin and mineral deficiencies.

NUTR1016 Nutrition and Nutrition Counseling
The dental assisting student is introduced to the theoretical, scientific basis of basic nutrition in combination with practical application of this information to food selection for maintaining good oral and physical health.

NUTR1017 Nutrition
The dental hygiene student studies how diet and nutrition can affect oral health and also how oral conditions can affect diet and ultimately nutritional status.

NUTR2001 Nutritional Guidance
This course introduces the student to the basis of Canada's Food Guide for Healthy Eating in combination with practical application of this information to food selection for maintaining good physical health. The student performs diet assessments using the Food Group Evaluation Chart (based on Canada's Food Guide to Healthy Eating), and a Body Break. Diet and Exercise Analyzer diet analysis software program (Macintosh version 1.0 only). Emphasis is placed on personalized dietary counselling involving the integration of nutritional assessment with client nutritional education, implementation of dietary planning, and a student-member follow-up evaluation program for members and first year students participating in the Fitness Centre clinical setting.

NUTR2002 Nutritional Guidance for Special Cases
NUTR2002 covers the following topics considering the etiology, dietary considerations, drug treatment and benefits of exercise (where applicable): hyperlipoproteinemia, diabetes mellitus, hypoglycemia. Case studies will be used in some of these etiological situations. Also diets classified as high fiber, low fiber, low sodium, low cholesterol and low saturated fat are discussed. Nutritional management (or nutritional care planning) for people living in a daily, highly stressful environment will be covered. Also detailed is the role of nutrition in fitness and athletics.

NUTR4001 Clinical Nutrition
The student will come to understand the principles of dietary modifications and their implementation and will learn how to adapt menus to meet the dietary needs of patients.

NUTR4002 Advanced Nutrition
This course provides the student with an advanced knowledge and understanding of the science of normal human nutrition.

NUTR4003 Clinical Nutrition
This course provides the student with an advanced knowledge and understanding of the science of normal human nutrition.

OP1001 Medical Office Practice I
The qualifications and responsibilities of a medical profession, the role of the holistic approach to medicine, administrative systems management, medical scheduling systems and the importance of time management are examined.

OP2007 Medical Office Practice II
Functions common to the medical environment, including production of written correspondence, medical forms, medical records, making travel arrangements, and organizing meetings will be covered in this course. The importance of ethics and the law as it relates to medicine is also studied.

OP2008 Medical Office Practice III
OHIP and WCB billing procedures including completion of related forms and third party insurance. Clinical procedures relating to aseptic techniques, care and handling of instruments and specimens.

ORTH1001 Orthotics/Prosthetics Clinical Theory I
This course involves the coverage of the theoretical portion of all clinical segments of the two year program, Clinical Methods in Orthotics and Prosthetics. The course is composed of lectures, seminars, gait laboratories, design projects, etc.

ORTH1002 Applied Orthotic/Prosthetic Clinical Techniques I
This course involves the coverage of the practical portions of Clinical Methods in Orthotics and Prosthetics and entails all the assessment, casting, cast rectification, fitting and adjustment procedures.

ORTH1003 Orthotics/Prosthetics Clinical Theory II
A continuation of ORTH1001.

ORTH1004 Applied Orthotics/Prosthetics Techniques II
A continuation of ORTH1002.

ORTH1005 Orthotic/Prosthetic Laboratory Procedures I
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH1006 Orthotic/Prosthetic Laboratory Procedures II
A continuation of ORTH1005.

ORTH1007 Materials and Laboratory Techniques I
The student will have the opportunity to develop minimal technical skills necessary to enter the profession as a technician to fabricate Orthotic/Prosthetic devices to the specifications of a patient's measurement chart.

ORTH1008 Fabrication Theory I
This course is designed to provide an understanding of the history, materials, componentry, alignment criteria and fabrication techniques necessary for making Orthotic/Prosthetic devices, as well as the indications and contra-indications of patient use.

ORTH1009 Materials and Laboratory Techniques II
In the second term, the technical student will produce devices that are mainstream in prosthetic and orthotic facilities. Many of the components fabricated in the previous term will be integrated into the second term projects. In the first term, the focus is on developing the basic prosthetic/ orthotic skills, while in the second, the focus is how these skills are applied to produce a finished product, which will be evaluated.

ORTH1010 Fabrication Theory II
Closely coordinated with laboratory fabrication to help the student better understand the history and development of various orthotic and prosthetic devices, topics of this course include fabrication techniques and procedures, as well as common materials usage.

ORTH2001 Practice Management and Professional Issues in Orthotics/Prosthetics
Various topics related to business and professional issues will be covered. Some of these topics could include the following: ethical issues, professional associations, provincial funding, business ownership, cost accounting, etc. The course will encompass a series of seminars involving various guest speakers.

ORTH2003 Orthotics/Prosthetics Clinical Theory III
A continuation of ORTH1003.

ORTH2004 Applied Orthotics/Prosthetics Clinical Techniques III
A continuation of ORTH1004.

ORTH2005 Powered Prosthetics
Powered Prosthetics gives a background on basic electronics and circuitry as it relates to applications in myoelectric prosthetic devices. This course is supported by Otto Bock of Canada.

ORTH2006 Applied Orthotics/Prosthetics Clinical Techniques IV
A continuation of ORTH1006.

ORTH2007 Orthotics/Prosthetics Laboratory Procedures III
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH2008 Orthotics/Prosthetics Laboratory Procedures IV
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH2009 Materials & Laboratory Techniques III
A continuation of ORTH1009.

ORTH2010 Fabrication Theory III
A continuation of ORTH1010.

ORTH2011 Externally Powered Orthotics/ Prosthetics Rehabilitation Techniques
This course will expose the student to a wide variety of topics relating to the application of electronics to the field of prosthetics and orthotics.

ORTH2012 Pre-Graduate Work Experience I
Contact department for course description.

ORTH2013 Pre-Graduate Work Experience II
This pre-graduate work experience, occurring in the final semester will allow the student to work for a 4 week period at a Canadian Orthotics and/or Prosthetics facility of their choice.

ORTH2014 Advanced Materials Orthotics/Prosthetics Techniques
Students are exposed to technical procedures and prosthetic/orthotic componentry other than as presently covered in the core lab and theory portions of the course.

ORTH2015 Professional Issues in Orthotics/Prosthetics
Various topics are covered, including those related to time management skills, business and management issues, professional associations, professional ethics, etc.

ORTH2016 Materials and Laboratory Techniques IV
Closely coordinated with fabrication theory, this course allows the students to receive hands-on instruction and experience in fabrication procedures, to progress through a series of projects in order to apply the theoretical knowledge gained in the academic areas of the program.

ORTH2017 Fabrication Theory IV
The theory and techniques used in the fabrication of orthotic and prosthetic devices are examined in detail. The course will be delivered primarily in a lecture format, with class discussion and participation encouraged at all times.

ORTH2018 Orthotics/Prosthetics Clinical Theory IV
A continuation of ORTH1003.

PATH1001 Pathophysiology I – Microbiology
This course is designed to provide the student with a knowledge of the basic principles of pathology. The underlying physiologic mechanisms of disease will be discussed and the knowledge acquired, applied to specific disease systems. There will be a detailed analysis of several of the major organ systems in terms of the etiology, clinical manifestations, pathogenesis, diagnostic procedures and current methods of treatment. Throughout the course, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized.

PATH1005 Pathophysiology II – Pharmacology
This course is designed to continue the detailed analysis of diseases of the human body's major organ systems in terms of the etiology, pathogenesis, clinical manifestations, diagnostic procedures and current methods of treatment. Throughout the course, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized.

PATH1009 Pathophysiology I
Presented in a lecture/discussion format, the concepts introduced in this course provide the foundation necessary to comprehend both systemic and oral disease. This course is designed to provide the Dental student with an introduction to the study of disease. A classification of disease etiology is presented. General cellular and compensatory changes to pathology are examined, including body detenses. Common body manitestations, as well as frequently used treatment modalities, are also examined.

PATH1010 Pathophysiology II
Designed to continue the detailed analysis ot diseases of the human body's major organ systems in terms of the etiology, pathogenesis, clinical manifestations, diagnostic procedures and current methods of treatment, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized throughout the course.

PATH1011 Pathology and Therapeutics I
Presenting an introduction to pharmacology, this course will discuss simple body responses and manitestations to simple common health deviations

PATH1012 Oral Pathology
This lecture series is designed to offer the dental assisting student a basic understanding of oral pathology including the etiology and clinical consequences of major dental diseases.

PATH1013 Pathophysiology for Orthotics/Prosthetics I
This course is in the form of seminars that tocus on the major pathologies related to the prosthetic and orthotic profession. Each pathology is covered in terms of the following: etiology and incidence, pathogenesis and pathology, clinical teatures and diagnosis, prognosis, and applied prosthetic and orthotic procedures.

PATH1014 Pathology for Special Populations
This course summarizes current research on selected pathological conditions that require additional screening and assessment prior to beginning an activity or exercise program. Students will learn the causes and stages of development of these pathologies with emphasis on how activity and exercise can minimize the impact of these conditions and how exercise must be modified to meet individual needs.

PATH2004 Pathophysiology for Orthotics/Prosthetics II
This fourth semester core lab course is the continuance ot PATH1013 and involves the same subject matter and content. Students must submit a written report on a related pathology to complete the course successtully.

PATH2005 Pathology and Therapeutics III
Discussing complex common health deviations, diagnostic and therapeutic interventions will be further explored in this third level of Pathology and Therapeutics.

PATH2006 Pathology and Therapeufics II
Discussing complex body responses to common health deviations and selected simple, common health deviations as they affect normal functioning, this course will explore diagnostic and therapeutic interventions.

PATH3001 Pathology and Therapeufics IV
This course will discuss common advanced health deviations. Diagnostic and therapeutic interventions will continue to be explored.

PHAR1001 Pharmacology and Pathology
Contact department tor course description.

PHAR1003 Pharmacology
Contact department for course description.

PHAR1004 Pharmacology & Emergency Care
The tundamental principles ot pharmacology are examined. Specitic drug groups which are used in dental practice, as well as those which may complicate dental care are presented

PHAR1005 Pathophysiology and Pharmacology I
This course provides the student with the fundamental background necessary to understand virtually any physical disease process by examining the underlying concepts which are common to all alterations of normal body tunctioning.

PHAR2002 Pathophysiology and Pharmacology II
Contact department tor course description

PHSL1002 Muscle Physiology
This course examines anaerobic and aerobic activities in the following categories: the biochemical energy (ATP) production tor anaerobic and aerobic energy systems used during rest, sub-maximal, and maximal exercise/physical activities. the biochemical and physiological properties ot the different muscle tibers (i.e. fast twitch, glycolytic-tast twitch, oxidative-slow twitch tibers) and the biochemical changes within muscle tibers due to anaerobic and aerobic physical training. Other topics such as different types of muscular contractions, proposed theories for muscle soreness, glycogen overloading, oxygen deticit and debt, and the removal of exercise accumulated lactic acid are also detailed. This course investigates the components of a reflex arc, conditioned reflexes developed/improved through physical training, and the physiological differences between myotatic and inverse myotatic reflex arcs. The course examines the use ot ergogenic aids to improve physical work capacity and athletic pertormance.

PHSL1003 Physiology For Orthotics/Prosthetics
Class participants study the development, structure and function of bones, the nervous system, and muscle and tissues under normal and pathological conditions as they may be seen in regards to prosthetics and orthotics.

PHSL1004 Physiology ot Exercise I
PHSL1004 introduces the student to the cardiovascular system. The course focuses on the normal physiological responses at rest and during exercise in the apparently healthy, fit and untit individual. Myocardial oxygen supply and demand ot the healthy and high risk individual are compared, and the implications of exercise are discussed. Long term adaptations to exercise and the effects of different environmental conditions on pertormance are reviewed.

PHSL2001 Pharmacology and Physiology
Designed to familiarise the students with basic principles ot pharmacology and related physiological processes, this course also provides an overview of the pharmacology of psychoactive drugs.

PHSL2004 Physiology of Exercise II
Physiology of Exercise II introduces the student to the respiratory system. The course tocuses on the normal physiological responses at rest and during exercise in the apparently healthy, fit and untit individual. Long term adaptations to exercise and the effects of different environmental conditions on performance are reviewed.

PHSL4001 Basic Physiology
The student will gain knowledge and an understanding of the structure and functioning of the human body in relation to health, disease and nutritional status.

PHY1007 Physics
As with Chemistry (CHEM1007), the physics course is designed to introduce students to basic knowledge ot this subject. No doubt, some students who have already studied this subject will tind that this course brings together their current knowledge with reference to gemmology. A very basic knowledge of this subject is extremely useful to the gemmologist in that it assists in the interpretation of the results of many gemmological tests, and will enable a gemmologist to decide on the type ot examination to be pertormed.

PHY2007 Modern Physics
Newton's Laws of Motion, work energy, conservation ot energy, conservation of momentum, elastic collision ot two objects, centre ot mass co-ordinates system, electromagnetism, charged particles trajectories in electrical and magnetic tields, electromagnetic waves, spectrum, speed ot light, diffraction, x-ray, photoelectric effect, Compton effect, wave-particle dualism, quantum theory, Bohr atom, energy levels, conductors, insulators and semiconductors, mass-energy equation, accelerators, fission and fusion are main topics ot discussion.

POLI1000 Politics and Contemporary Issues
See GNED1028.

POLI1001 Political Science I
Canadian government, political structures and related issues are introduced in Political Science I. Parties, ideologies and the major divisions in our society are examined and their effects on the political system are discussed. This course is a general education credit.

POLI1002 Polifical Science II
Students develop their understanding of Canadian political processes with special focus on the consequences of power relations for various groups. Modes of citizen participation in the political process will be discussed.

POLI2000 Political Science III
An examination of key issues and interventions in current federal, provincial and municipal politics.

PRDP1001 Print Technology I
An introduction to printing plant processes, office structure and personnel involving concepts related to plant layouts, production co-ordination/scheduling and estimating functions, including the estimating tor a simple job.

PRDP1003 Production Fundamentals
Production Fundamentals is a series of lectures, demonstrations, practical applications, sample show and tell, in-process and home work projects on mechanical art work tor print. It is an introduction to the way in which art and type comes to the printed page now, and as it did in the past.

PRDP2001 Production I
Content Under Review

PRDP2002 Print Technology II
Contact department for course description.

PRDP2003 Managing Print
Contact department tor course description.

PRDP2007 Print Industry
Contact department for course description

PREP1001 Vocational Skills/Assessment I
Students are introduced to skill assessment using a wide range ot inventories and career assessment tools to gain an understanding of the job market and career exploration.

PREP1002 Vocational Skills/Work Placement II
Students attend audits in various college programs and attend tours of the workplace, as well as attending a work placement

PREP1003 Society and Self
Students are introduced to various topics including self and society, nutrition, health awareness, support systems and community involvement.

PREP1004 **Field Integration I**
The Field Integration seminar is intended to provide a supportive environment in which students may integrate their academic studies and field practice, develop peer supervision and problem-solving skills, and acquire a broader understanding of the range of work settings in this field.

PREP2001 **Field Integration II**
See PREP1004

PREP **Computer and Colour Studies**
Contact department for course description.

PREP7070 **Orientation**
Contact department for course description.

PREP7071 **Orientation**
Contact department for course description.

PRNT1001 **Print Media Lab**
Contact department for course description.

PRNT2002 **Print Media Lab**
Contact department for course description.

PROP2003 **Clinical Extension**
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom.

PSP1005 **Prepress Systems I**
This course deals with concepts and terminology of computers in general, specific knowledge of the Macintosh operating system, peripheral devices and installing software features. Application software for prepress applications (QuarkXPress) is used to provide competencies such as: creating/editing documents and information, storage, retrieval, formatting and outputting.

PSP2003 **Prepress Systems II**
This course continues the study to the computer to provide a basic knowledge and understanding to the use of the "Mac" computer with the ability to do work in QuarkXPress employing this software as a typesetting and a graphic tool. "Mac" basic includes system components, image quality, file organization, file creation/storage/retrieval, and the use of graphic software.

PSY1003 **Psychology of Women**
The psychology of women is examined, with a focus on feminist psychological theory, personal perceptions and data from current research. A wide variety of issues affecting women's psychological well-being will be explored.

PSY1005 **Introduction to Psychology**
The major topics and ideas in general psychology, and their relevance to child and youth care, are addressed, together with a study of how the brain works, why people dream, cognition and thinking, motivation, and the nature of learning and behaviour modification.

PSY1007 **Child Development**
The student will gain a knowledge of basic developmental patterns in children to recognize both normal and abnormal behaviour, physical, emotional and cognitive growth. The theories of Erik Erikson, Jean Piaget and others will be studied.

PSY1009 **Litespan Development**
Contact department for course description.

PSY1010 **Physics II**
This course introduces the student to more of the fundamental ideas of engineering physics. It continues to integrate the power of new media technology employing interactive tools to accelerate development and sharpening of analytical skills. Specific topics, such as "Physics and Continuous Media," "Heat and Thermodynamics" and "Waves, Optics and Electromagnetism" are covered in a modular format.

PSY1026 **Developmental Psychology**
This course presents a holistic view of human growth and development with particular attention focused on the interaction of cognitive, social and personality development through various theories of lifespan development.

PSY1027 **Litespan Development**
This course presents an holistic view of human growth and development across the litespan with particular attention focused on the interaction of cognitive, social and personality development. The bulk of the course is spent examining human development in a 'stage' theory approach, from infancy to late adulthood.

PSY1029 **Applied Psychology**
Contact department for course description.

PSY1030 **Introduction to Psychology**
The student will be introduced to the five major schools of psychology. Exploring the five schools will enhance the student's understanding of human behaviour, cognition and effect. Students will also study Psychological Methodology, State of Consciousness, Assessment of Human Behaviours and Psychopathology and Therapy.

PSY1032 **Introduction to Psychology**
Introduction to Psychology will provide the students with an overview of the study of psychology and significant psychological theories. Their adequacy and influence is explored.

PSY1033 **Introductory Psychology**
The basic principles of psychology are introduced, examining psychology as the scientific study of behaviour and mental processes, and exploring topics commonly accepted as important in the field, such as sensation and perception, states of consciousness, learning and memory, motivation and emotion, stress and health, major theories of personality and various treatment strategies.

PSY1035 **Introductory Psychology**
See GNED1058

PSY1038 **Introductory Psychology**
Introductory psychology is intended to introduce students to the basic tenets, schools of thought and theories of psychology. In this course we will examine not only the things people do but why they do them, as well as looking at ourselves in relation to the world.

PSY1043 **Social Psychology**
This course covers the research techniques required to adequately study current theories in life span psychology. The major approaches to childhood development throughout the ages are also covered.

PSY1045 **Organizational Psychology I**
This introductory course in Organizational Psychology focuses on the individual in organizations by studying foundations of individual behaviour, the role of motivation, individual and group decision making, leadership, and conflict and negotiation. Knowledge of the individual is used to understand dynamics within and between groups.

PSY1051 **Human Growth and Development**
A lifespan perspective is taken in this course that addresses the growth and development of the person. Some emphasis will be given to the impact that deaf-blindness has at different points in the lifespan.

PSY1054 **Child and Youth Development**
Focusing on the development of gender identity, this course explores the biosocial, cognitive and emotional domains of child and youth development.

PSY1056 **Infant and Child Development**
Examining the growth and development of the child from conception through middle childhood, the focus will be on the physical, social, cognitive and emotional development of young children. Current research findings and theoretical advances will be discussed, particularly in terms of their application in the lives of children.

PSY1061 **Human Growth and Behaviour I**
Personality development and the normal age and stage developmental patterns over the entire life span are examined in this course.

PSY1062 **Controversial Issues in Social Services**
With an evaluative approach to controversial issues in human behaviour and how these issues affect counselling and social services, students have an opportunity to develop critical thinking skills and to clarify their values with respect to counselling and delivery systems.

PSY1063 **Psychology**
An introduction to many of the major areas of psychology, this course gives a basic understanding of human behaviour and is intended to enable the student to understand self and to understand and deal more effectively with others. The topics are general and include perception and sensation, learning, life long development, social interaction, abnormal behavior and altered states of consciousness.

PSY1065 **Human Resources**
The contents of Human Resources will give the student a functional understanding of human resource programs, and how they affect all employees, the organization, the community and the society at large. The human relations part of this course prepares students for careers in today's business world.

PSY1070 **Introduction to Psychology**
This course introduces many of the major areas of psychology. It gives a basic understanding of human behaviour and is intended to enable the student to understand him or herself, and to deal more effectively with others. The topics are general and include perception and sensation, learning, lifelong development, social interaction, abnormal behaviour, and altered states of consciousness.

PSY1071 **Child Witness**
This course explores the impact of witnessing violence for children of all ages. It examines the specific support and advocacy needs of children from a variety of cultural backgrounds whose lives have been affected by violence. Focus is on community resource exploration and skill development.

PSY1072 **Introduction to Psychology**
This course will provide the students with an overview to the study of psychology and significant psychological theories. Students will explore the impact of these theories on the human condition.

PSY2002 **Family Processes**
Learn the developmental stages that a family experiences during its lifetime. A systemic approach will be used as a framework to explore the stages of the family life cycle.

PSY2004 **Human Sexuality**
Gain an understanding of relevant information/research relating to human sexuality, the ability to discuss with greater ease issues related to human sexuality, an awareness of the diversity of viewpoints and values in the area of sexuality while respecting the opinions and rights of others, and an ease in discussing issues relating to sexuality with clients.

PSY2010 **Organizational Psychology**
Program participants are introduced to the applied discipline of organizational behaviour, including the behaviour of individuals, groups and organizational units. The program specifically emphasizes the implications of organizational behaviour on management.

PSY2014 **Personal Growth and Development**
The setting of personal and career goals and developing the skills and competencies necessary to reach those goals are the focus of this course. This course helps students develop a personal vision, mission and set of values. Developing flexibility in thinking and problem solving skills will also be examined.

PSY3002 Exceptional Children
The characteristics of exceptional children and their education are topics covered, with a focus on the field of special education. Gain a fuller awareness of exceptionalities to enable the worker to provide more effective services to their clients, resulting from developmental variances, genetic or birth trauma disorders and/or environmental deficits. The emphasis will be on dealing with all children in a humane and caring manner.

PSY3004 Psychopathology
Learn to identify behavioural, emotional or thought problems serious enough to cause a young person distress and/or impinge on their ability to function as expected. Emphasis is placed on understanding, managing and predicting behaviours stemming from psychiatric problems that clients display.

PSY3008 Psychopathology I
Contact department for course description.

PSY3009 Psychopathology II
Contact department for course description

PSY4001 Gerontology
The course examines human behaviour at the individual, group and organizational level with emphasis on seniors

QC1001 Work Measurement Technology
This course is designed to provide the student with the basic principles of apparel manufacturing methods and analysis of related work measurement techniques.

QC1003 Quality Assurance
Contact department for course description.

QC2002 Quality Control Mathematics
Students learn the physical and chemical principles involved in paper testing and ink manufacture in the graphic arts field. The student will begin with an introduction to statistics and the mathematics of sampling. The principles are then illustrated by an experiment in sampling. The student will then carry out a series of experiments on a particular paper sample.

RECM1001 Health Information Management Theory I
This course introduces the student to data elements required, collected and maintained in the health care system. Data collection methods, data systems, systems for numbering, storage and retrieval are discussed. The importance of data quality, the legal and accreditation requirements as well as the role of the health record professional are addressed

RECM1003 Health Information Management Theory II
This course begins with the definition of coding, nomenclatures and classification systems. The purpose of coding is discussed as well as a detailed review of the coding systems commonly used. Students are introduced to both inpatient and outpatient coding procedures.
The value of indexes and registers, use of abstracting software and CIHI reports and the importance of data quality are emphasized.

RECM1005 Health Information Management Lab I
This course provides the student with the opportunity to visit a number of health care facilities or agencies and to review the types of health information collected. Students will also be given the opportunity to review healthcare software systems.

RECM1006 Health Information Management Lab II
This course provides the student with the opportunity to gain experience in applying coding principles. Labs are held in the college using documentation from actual health records.

RECM1008 Records Management
This course covers the various areas of records management, understanding basic records management concepts and the need for organization-wide records and information management programs.

RECM2002 Health Information Management Theory III
Lecture and discussion accompanied by student research assignments provide an in-depth coverage of: the health care system in Canada (including current issues and trends); health information systems, the CCHSA and the accreditation process; quality assurance/continuous quality improvement. Prerequisite: RECM1001/1003.

RECM2004 Health Information Management Theory IV
This course introduces the student to the strategic planning process in the health records department, the formulation of goals and objectives as they relate to the accreditation guidelines, development of a budget, human resource management and work simplification/methods improvement.

RECM2006 Health Information Management Lab III
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom

RECM2007 Health Systems Data Analysis
The student will acquire hands on experience by using MED2020 software to provide analysis of hospital statistics.

RECM2008 Health Information Management Lab IV
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom.

SCI1007 Engineering Mechanics I
This level of Engineering Science covers the basic principles of the mechanics and simple mathematics associated with problem solving in the field of mechanical engineering design calculations. Topics include: rectilinear and rotational motion, kinetics of rectilinear motion, vectors, simple force systems, moments, torque, equilibrium, force diagrams, friction, work, energy and power. This course incorporates elements of communications and reasoning skills as well as analytical and numeracy skills.

SCI1010 Beyond The Limits
Science Fiction: Beyond the Limits covers representative pieces in the development of the science fiction genre. Students will investigate the context, method and message of diverse works ranging from the 19th century to the present

SCI2004 Natural Science Project
This course guides students in learning research techniques and composing a research essay for a topic related to science and technology. Weekly seminar participation is required.

SCI2005 Engineering Mechanics II
Students will address the following topics: rectilinear motion, rotational motion, kinetics of rectangular motion, properties of solids, shear force and bending moment diagrams, and stress and strain.

SCI2006 Engineering Science III
In this level of Engineering Science, students will study the following topics: thermal stress, stresses in compound bars and thin shells, stress concentration, Poisson's ration factor of safety, longitudinal bending stresses, torsion of circular shafts, close-coil springs, welded and bolted connections, testing procedures, and deflection of beams and columns.

SCI3002 Engineering Science IV
The concluding level of this course includes the following topics: curvilinear motion, momentum, energy and power, friction, mechanical vibrations, and dynamics of motion

SGNW2002 Sign Production I
Creating original signage from rough sketch, through finished dimensional art to final output and fabrication. A variety of techniques, tools, formats and materials commonly employed in the sign industry will be used in this course. Projects will include: a backlit rigid plastic sign face done with translucent films, a PVC and Vinyl marking film sign, and vinyl banners

SGNW2003 Computer Assisted Signmaking I
This course builds on SGNW 2002 and COMP 1064 with CorelDraw and Gerber 4B and Sprint but moves beyond into a sign-specific design application, SignLab Premier. A series of hands-on tutorials covering the features and tools of the program precedes using its capabilities in the design and production of varied signage projects.

SGNW2004 Sign Production II
Create original signage from rough sketch, through finished dimensional art to final output and fabrication. A variety of techniques, tools, formats and materials commonly employed in the sign industry will be used in this course. Projects will include: a wallmounted wood sign, a hanging, shaped wood sign, a large scale plywood sign, a free-standing wood sign, large scale vinyl banners.

SGNW2005 Computer Assisted Signmaking II
This course following from SGNW 2004, introduces a second sign-specific software suite, Gerber Advantage, and challenges students to move between programs, exploiting the unique features and advantages of each in the design and output of original signage

SHM1008 Machine Shorthand – Theory A
Students learn to write a concise, conflict free, computer readable machine shorthand theory.

SHM1009 Machine Shorthand – Theory B
See SHM1008

SHM1010 Shorthand Speed Development I
Students develop shorthand speed to a minimum of 120 words per minute on Q&, jury charge and literary material using court reporting software.

SHM1011 Realtime Transcription I
Students write exercises on an electronic stenotype machine at speeds up to 80 words per minute, using a computer and court reporting software.

SHM1012 Realtime Transcription II
See SHM1011.

SHM2001 Shorthand Speed Development II
Students increase shorthand vocabulary and develop the ability to record accurate verbatim notes at speeds of 160 words per minute

SHM2002 Shorthand Speed Development III
Students increase shorthand vocabulary and develop the ability to record accurate verbatim notes at speeds of 200+ words per minute.

SHM2004 Notetaking/Captioning
Contact department for course description

SIGN1001 Interpersonal Skills
An introduction to theories and practices of interpersonal skills, this is an experiential course that encourages students to reflect and identify their strengths as communicators.

SIGN1002 Introduction to the Profession
Students will gain an overview of the agencies, programs and services that are relevant to the field. This course involves a combination of classroom learning and field trips from which students will acquire a framework that demonstrates the breadth of settings in which interpreters may work. The role of the interpreter and basic professional standards will also be introduced.

SIGN1003 Deaf Culture and Community I
This course will examine the sociological and cultural make-up of the Deaf community. The development of Deaf culture will be presented in an historical context, and the dynamics of Deaf and hearing cultures will be investigated.

SIGN1004 ASL I
Through this course students will have an opportunity to review the fundamentals of ASL grammatical structures as well as acquire additional vocabulary.

SIGN1005 ASL Lab
Contact department for course description.

SIGN1006 Fundamentals of Interpreting I
Serving as an introduction to the theory and practice of interpreting, basic concepts, terms and definitions will be presented throughout this course. Various models of interpreting and theories will be discussed as well as the interpreting process.

SIGN1007 Field Observation
Students will spend 7 hours a week in a community agency observing the role of Deaf professionals in various community agencies, social services agencies and programs. This will provide students with an opportunity to begin to integrate classroom learning with practical applications.

SIGN1008 Field Seminar I
Students are given an opportunity to discuss all aspects of their field observation. Through examination of issues, skills and values, the seminar supports integration of classroom theory with field observation. This approach fosters peer support, collaborative problem solving and interaction with Deaf professionals.

SIGN1009 Interpreting: ASL to English I
Students will gain the theory and skills necessary when interpreting from ASL to English.

SIGN1010 Interpreting: English to ASL I
The skills necessary when interpreting from English to ASL will be presented in this course.

SIGN1011 Lab I
Lab activities will encourage student practice and integration of skills presented in the classroom setting.

SIGN1012 Linguistics of ASL I
While students examine the structure of languages, emphasis will be placed on comparative analysis of ASL and English, as well as the various structures inherent in ASL.

SIGN1013 Deaf Culture and Community II
A continuation of SIGN1003.

SIGN1014 Fundamentals of Interpreting II
A continuation of SIGN1006.

SIGN1015 ASL II
A continuation of SIGN1004

SIGN1041 Anatomy & Physiology
This is a general education course in functional anatomy and physiology.

SIGN2001 ASL III
Students will study classifiers and semantics of ASL as a continuation of SIGN1015.

SIGN2002 Interpreting: English to ASL II
This course will branch out from SIGN1010 into simultaneous interpreting.

SIGN2003 Lab II
Course description under development (SLI).

SIGN2004 Linguistics II
Course description under development (SLI). See SIGN1012.

SIGN2005 Field Placement III
Students will spend 7 hours a week with a working interpreter observing the interpreter's role. This will provide students with an opportunity to begin to integrate classroom learning with practical applications.

SIGN2006 Field Seminar III
Students are given an opportunity to discuss all aspects of their field observation. Through examination of issues, skills and values, the seminar supports integration of classroom theory with field observation and fosters peer support, collaborative problem solving, and peer supervision among interpreters.

SIGN2007 Deaf Culture and Community III
Course description under development (SLI). See SIGN1003.

SIGN2008 ASL IV
Students will engage in further study of ASL structure. The student will further study classifiers and semantics of ASL. The student will focus on developing his/her ASL skills in interpretation and further refining those skills.

SIGN2009 Lab III
Contact department for course description.

SIGN2010 Field Placement IV
Students will be participating in the interpreting process. The student will experience team interpreting and the related processes such as "teeding" and supporting the professional interpreter.

SIGN2011 Field Seminar IV
The course will offer a forum for discussion on topics encountered by interpreting students in SIGN2010 and also pertaining to topics from SIGN2014.

SIGN2012 Linguistics of ASL II
A continuation of SIGN1012.

SIGN2013 Interpreting: ASL to English II
A continuation of SIGN1009

SIGN2014 Interpreting in Specialized Settings I
Students will be introduced to principles of working with Deaf interpreters, Deaf-Blind consumers, or oral and other spoken language interpreters. Students will also learn to work with Deaf consumers who are not proficient in ASL, and with other professionals in medicine and law. Students will prepare for teamwork with other interpreters and interpreting in different settings.

SIGN2016 Psychology of Language Acquisition
This course will focus on the variation of language development of Deaf and hearing children. Students will analyze factors that impact the language development of Deaf children. Students will also analyze the style variations and communication modes that Deaf individuals use today. This will help the interpreting student prepare to interpret in a variety of settings with Deaf and hearing individuals.

SIGN3001 Field Placement III
This course gives each participant 28 hours per week of guided and supervised work experience for the course of the semester. Students will be placed in programs/agencies that will provide experience in a variety of interpreting settings.

SIGN3002 Field Seminar IV
Contact department for course description.

SIGN3003 Field Placement IV
This course gives each participant 21 hours per week of guided and supervised work experience for the course of the semester. Students will be placed in programs/agencies that will provide experience in a variety of interpreting settings.

SIGN3004 Field Seminar V
Contact department for course description.

SIGN3005 ASL: Interpreting in Specialized Settings II
A continuation of SIGN2008.

SIGN3006 Lab IV
Contact department for course description.

SIGN3007 ASL V
Contact department for course description.

SIGN3008 ASL Discourse
This course is designed to develop students' understanding of discourse patterns in American Sign Language and English by exploring its use in a variety of contexts and registers. Students will do a linguistic study of American Sign Language discourse structure, discourse markers and registers in American Sign Language. Students will be offered a variety of opportunities for simultaneous interpretation from written and spoken English materials.

SIGN3009 Interpreting: ASL and English Discourse I
This course is designed to provide a forum for students enrolled in SIGN3008 to apply their understanding of ASL and English discourse in their interpretation. Students will be engaged in some videotaped interpretation inside and outside of the classroom and use this as a base of analysis in this course.

SIGN3010 Interpreting in Specialized Settings II
A continuation of SIGN2014 with a focus on legal, medical, employment, mental health and conference settings.

SIGN3011 Field Placement V
Contact department for course description.

SIGN3012 Field Seminar V
Contact department for course description.

SIGN3013 ASL VI
In this course, students will be offered an opportunity for self-analysis of their ASL skills and to focus on the development of these skills.

SIGN3014 Interpreting: ASL and English Discourse II
A continuation of SIGN3009

SIGN3015 Entrepreneurial Skills for Interpreters
Small business theory, operations, laws and statutes pertaining to professionals and small businesses will be introduced in this course. Students will develop awareness of fees systems, establishing incorporation and obtaining insurance. Students will also learn budgeting, billing, invoicing and taxing. In addition, students will also learn to negotiate freelance contracts and market themselves effectively and professionally.

SIGN3016 Field Placement VI
Students will be participating in the interpreting process. Students will experience team interpreting and the related processes such as "teeding" and supporting the professional interpreter.

SIGN3017 Field Seminar V
The course will offer a forum for discussion on topics encountered by interpreting students in SIGN3008 and also pertaining to topics from SIGN3010.

SIGN3017 **Field Seminar VI**
The course will offer a forum for discussion on topics encountered by interpreting students in SIGN3016 and also pertaining to topics from SIGN3010 and SIGN3015.

SIGN **American Sign Language I**
Learning through a functional/notional strategy, the student will develop basic dialogue skills in American Sign Language. The student will learn basic sentences, question forms and time concepts in American Sign Language. The student will demonstrate comprehension and communicate with short, direct statements and directions. Grammatical structures of American Sign Language will also be introduced. The student will demonstrate the ability to initiate, conduct and terminate conversations in ASL. Opportunities in theoretical and practical applications of American Sign Language will be explored.

SIGN **American Sign Language II**
This is a continuation of the American Sign Language I course. Skills in dialogue, comprehension and the application of ASL grammatical structure through theoretical and practical learning will be further developed. The student will demonstrate ability in the use of negation, temporal aspects, directionality and classifiers.

SIGN **Fingerspelling and Number Use in ASL**
This course will provide a forum in which the student will develop the receptive and expressive fluency in fingerspelling and numbers. The student will learn the application and rules of fingerspelling and numbers in American Sign Language discourse. This course is open only to students who have completed ASL I.

SIGN **Introduction to the Deaf Community**
This course will cover the basic elements of Deaf Culture and the Deaf Community. The class format will generally be an open discussion on particular topics relating to the community and culture of Deaf people. Videotapes, assigned readings from required texts and supplementary readings will be used as springboards for discussion. There will be several quizzes during the term and a final at the end of the term.

SIGN **Visual Gestural Communication**
American Sign Language is derived from the basis of gesture, mime and facial expressions. The student will be provided a forum of transition from the spoken modality to a visual mode of communication. This course emphasizes facial and bodily non-verbal communication skills.

SOC1003 **Sociology**
Topics include socialization, culture, ethnic and race relations, what is considered deviant, and how societies attempt to control it. Ethnicity, family traditions and spoken and unspoken expectations are also studied.

SOC1005 **Sociology: A Critical Approach**
This course introduces basic concepts of sociology and describes the basic perspectives of sociological thought. These perspectives are then applied to social institutions, communities and small groups. This course is a general education credit.

SOC1006 **Sociology I**
This course includes an introduction to the basic concepts in Sociology and gives students some frameworks for looking objectively at behaviour in groups, institutions and society.

SOC1008 **Sociology (Relevant to Deaf-Blindness)**
An introduction is offered to the basic concepts in sociology, a beginning objectivity and a way of looking at group behaviour, institutions, families and society in general. Students will gain an understanding of the impact of deaf-blindness on individuals, families and society.

SOC1018 **Sociological Perspectives**
This course introduces students to the sociological perspective and uses it to examine the relationship among individual life experience, current public issues and changing social institutions, with an emphasis on Canadian society.

SOC1022 **Sociology**
Students are introduced to sociological inquiry and explore our everyday life experiences and their relation to the cultural communities and social institutions that make up the wider Canadian society. Topics covered include: sociological perspective; culture; socialization; social inequality; organizations; family; gender relations; and deviance.

SOC1027 **Self and Society**
Contact department for course description.

SOC1031 **Introductory Sociology**
Examining how the behaviour of the individual is influenced by the social groupings to which she/he belongs, the course is designed to develop an appreciation of the influences of key groups such as family, cultural groups, class, gender and formal organizations.

SOC1034 **Forbidden Desires: Deviance in Canadian Society**
Street gangs, punks, homicide, sexual assault, the sex trade, police deviance and corporate crime. These are some of the examples this course explores in order to better understand deviance, ourselves and our society from a sociological perspective.

SOC1091 **Introduction to Sociology**
This course will identify the basic perspectives of sociology. Students will use this framework to better understand the impact of various aspects of Canadian society on their lives and the lives of the elderly.

SOC2006 **Social History and Organized Labour in Canada**
The student examines the nature of work; the history of work and organized labour in Canada in competing approaches to labour-management relations; Canadian labour legislation and collective agreements; and contemporary issues regarding work in the new global economy.

SP5001 **Mechanical Layout**
Press sheet form and function. Understanding letter styles. Multiple images. Registration marks, trim lines, grippers, gauge, gutters and tails.

SP5002 **Photomechanical**
Camera operation. Exposure, processing, temperature control, set up camera, use of lights, aperture scale, percentages, line shot, halftones, contacting, chokes, spreads and posterization.

SP5003 **Imposition**
Imposition of frames and stencils to correspond with position of substrate on multiple colour designs and positioning of Frames on Printing equipment.

SP5004 **Hand Print**
Set-up and establish registration, maximize vacuum, type and position of stops, block frame, prepare ink and substrate.

SP5005 **Mechanized Print**
Learn to execute a press set-up and production run with minimum instructor assistance, supervise and control a production run for both job specifications and quality, ink and substrate compatibility and testing and proofing techniques.

SP5006 **Reclaim**
Contact department for course description.

SP5007 **Health and Safety**
Contact department for course description.

SP5008 **Frames**
Contact department for course description.

SP5009 **Mesh**
Contact department for course description.

SP50010 **Stencils**
Contact department for course description.

SP50011 **Squeegees**
Contact department for course description.

SP50012 **Inks**
Contact department for course description.

SP50013 **Substrates**
Contact department for course description.

SPMK4001 **Financial Management for Sport and Event Marketing**
This course focuses on integrating modern marketing theory with the sports industry, marketing sports products and services and the use of sport and sport-related activities to market consumer and industrial products, overview of the sports industry, characteristics of sports marketing and sports products, product extension programs, the sports marketing macro and micro environment, elements and coordination of the sports market, and public and media relations.

SPMK4002 **Sport and Event Marketing Management**
The course offers a review of concepts, procedures and techniques pertaining to marketing management in general and introduces aspects which apply specifically to the field of sports marketing and event management, research, promotion, distribution, selling, use of media, marketing programs for special-needs groups, and the development, implementation and evaluation of integrated sports marketing programs.

SPMK4003 **Sport and Event Planning and Management I**
This course is designed to provide the students with a comprehensive understanding of special events and an overview of the industry. Students will review and analyze the evolution or history of events/festivals from both an historical and practical, contemporary perspective. The student will gain a practical working understanding of events/festivals from the conception of the idea, development of a proposal, event execution and event evaluation.

SPMK4004 **Sport and Event Marketing Practicum I**
The student must secure college-approved employment with an organization/firm (min. 300 hours) for hands-on experience in management of a sport product or event. Discussion topics include development and presentation of sports/event proposals, control system for sports/ event, identifying and rectifying hazardous situations, relationships with municipal and provincial authorities and other regulatory bodies, insurance and product liability issues. Students must present a workshop based on co-op work experience and submit periodic reports.

SPMK4005 **Media Applications**
The student will examine the operations associated with both electronic broadcast media and print media, the practical and technical aspects of producing and marketing a sport broadcast as well as managing effective relations with media organizations, financing a sport broadcast, network and independent broadcast productions, technical and support functions for a broadcast, marketing issues and strategies for a sport broadcast, print media facilities and management strategies.

SPMK4006 Licensing and Merchandising Sport Products

The student will examine the merchandising issues and strategies for sport products, including the rapidly growing area ot licensing sport products, consumer behaviour, product mix, depth and season, merchandise presentation, customer service strategies and tactics, cooperative advertising and promotion, licensing opportunities and how to negotiate licensing agreements.

SPMK4007 Sports and Event Planning and Management II

This course builds on the field experience acquired in SPMK4003 and follows the same workshop and reporting format. Discussion topics include development and presentation of sports/event proposals, control system for sports/event identifying and rectifying hazardous situations, relationships with municipal and provincial authorities and other regulatory bodies, insurance and product liability issues. Students must present a workshop based on co-op work experience and submit periodic reports.

SPMK4008 Sport and Event Marketing Practicum II

The student must secure college-approved employment with an organization/firm (minimum 300 hours) for hands-on experience in management ot a sport product or event. It provides a vehicle tor applying the concepts and practices introduced throughout the program. The student may continue with the organization or the firm they worked with in the first semester or seek employment elsewhere, subject to approval of the college. A minimum ot 300 hours (contirmed by the host organization) is required to graduate from the program.

SSCI1002 Canadian Studies

The diversity of Canada's peoples and places are celebrated in this interdisciplinary course. Participants are asked to consider how Canada and Canadians have been shaped by natural and human landscapes, by legislative bodies and laws, as well as by the histories and cultural expressions ot aboriginal and immigrant peoples.

SSCI1004 Media and Culture

The aim of Media and Culture is to provide an opportunity for students to develop their awareness of the various types of media and of the ways in which we affect the media and the media affects us as a society

SSCI1008 World of Work

Contact department tor course description.

SSCI1009 Professional Ethics and Jurisprudence

Contact department for course description

SSCI2004 Social Science Project

This course guides students in learning research techniques and composing a research essay tor a topic related to the social sciences. Weekly seminar participation is required.

SSCI3001 Organizational Behaviour

This course provides the student with an understanding ot the role of managers/employees in a business organization. The students will be given a pro-active opportunity to develop skills and attitudes that will facilitate success.

STAT1001 Statistical Methods I

This course enables students to learn basic techniques used in descriptive statistics. It also introduces students to commonly computed rates and percentages used in the health records field.

STAT1010 Quantitative Methods I

This course involves the study ot collecting, classifying, calculating, analyzing and interpreting of cross-sectional data tor decision making. Computers are used extensively to enhance learning activities by gathering information and calculating statistical parameters.

STAT2001 Hospital Statistics I

This course enables students to learn basic techniques used in the descriptive statistics as well as introducing the students to commonly computed rates and percentages used in the health records field.

STAT2002 Biostatistics

Students will study rates used in medical statistics, chi-square tests, studen-t and F-test, linear regression, ANOVA, preparation of hospital reports, data collection, research methodology, hospital information systems, and methods of utilization review

STAT2006 Hospital Statistics II

This course covers statistical definitions, sampling, normal distributions, inference on one and two population means or proportions, analysis of variance and experimental research

STAT2011 Quantitative Methods II

This course introduces students to the workings ot statistical research: how masses of data are translated into meaningtul statements, how to avoid erroneous assumptions, and how fo analyze critically and respond to conclusions presented. Successful completion of this course and STAT1010, with a minimum of B- in each course, qualities the student for an exemption from the CGA course QM2

SWRK1002 Group Dynamics

Students will learn the importance and power of groups, communication and leadership styles, what constitutes a successful or non-successful group, trust building, phases ot group development and constructive and non-constructive roles within the group

SWRK1017 Field Work I

The first unit of 400 hours consists of active participation in community agencies providing direct client service. The students function first as observers, then as co-counsellors and tinally with autonomy under direct supervision. In the second placement, 600 hours provide the student with opportunity fo further develop skills and approximate greater autonomy in helping through counselling individuals, tamilies and groups. Learning contracts tocus expectations ot college, agency and student and are a basis for evaluation. Students can receive up to 60 hours credit for appropriate work or volunteer experience prior to program admission.

SWRK1018 Field Work Seminar I

The students meet weekly to discuss events in the field, the relationship to classroom work and problem solving. These courses provide support for students in developing skills and integrating knowledge.

SWRK2001 Group Processes

This course is designed fo enable the learner to demonstrate the knowledge gained in interpersonal communication skills of theoretical concepts and practical skills necessary to work effectively in small groups as well as development of group leadership skills. Prerequisites: COMM1018, GERT1012.

SWRK2021 Counselling Theory and Practice I

These courses introduce an empathic, problem solving model ot helping: assessing, planning, contracting, treating and evaluation. Current treatment theories and practices are reviewed. Role plays and case studies are used to illustrate the skills, knowledge and attitudes most appropriate for effective helping. In fhe second year, a more detailed examination, with case illustrations, explores counsellor activities in the beginning, middle and ending phases of treatment

SWRK2028 Field Work II

See SWRK1017.

SWRK2029 Field Work Seminar II

See SWRK1018.

SWRK2032 Addictions: Core Studies I

These courses provide an historical review of people's use and abuse ot chemicals, society's responses, social attitudes and relevant legislation. Dilemmas still present in the tield are identified. A survey of current services concludes the courses.

SWRK2033 Addictions: Issues in Counselling Practice I

Participants learn appropriate sfrategies in case management of clients/patients with substance abuse problems. There is more detail about services and information to assist in prescriptively referring clients to the most appropriate service. This course is limited to Addictions majors only.

SWRK2034 Mental Health: Core Studies I

An historical review ot the concepts ot mental illness and society's responses or lack of responses torm the basis tor this course. It clarities some ot the attitudes, fears and misconceptions about mental illness. Modern treatment, both clinical counselling and pharmaceutical management, is explored.

SWRK2035 Mental Health: Issues in Counselling Practice I

These companion courses, when Mental Health is chosen as a major, examine in more detail many ot the current drugs being used to ameliorate the physical and emotional aspects of mental illness. Case management is highlighted. The tension between hospital versus community based treatment is explored.

SWRK2036 Criminal Justice: Core Studies I

Crime and punishment have been a part of society since the beginning of time. An historical review sets the background for exploring key issues, dilemmas, attitudes and responses facing workers in the criminal justice field. A survey of services, statistics and current philosophies with implications tor counselling identity the competencies required in this tield.

SWRK2037 Criminal Justice: Issues in Counselling Practice I

The different viewpoints of deviant behaviour set the background for an understanding of crime, the criminal and the services within the criminal justice system. The student is expected to be able to identify the major characteristics of the system and services. There will be a secondary emphasis on values, lifestyles and contlict. This is a companion course to SWRK2036 and SWRK2040, and is for Criminal Justice majors only.

SWRK2038 Addictions: Core Studies II

See SWRK2032.

SWRK2039 Mental Health: Core Studies II

See SWRK2034.

SWRK2040 Criminal Justice: Core Studies II

See SWRK2036.

SWRK2041 Addictions: Issues in Counselling Practice II

See SWRK2033.

SWRK2042 Mental Health: Issues in Counselling Practice II

See SWRK2035.

SWRK2043 Criminal Justice: Issues in Counselling Practice II

See SWRK2037.

TETR4000 TESL Methodology
Explore theoretical and practical issues in English as a Second Language teaching. Topics include an overview of approaches, methods and techniques for the adult learner; assessment of learner needs; lesson planning, classroom management; error correction; second language acquisition; socio-cultural awareness; and the adaptation /creation of ESL materials and resources.

TETR4001 Phonetics and Phonology
Learn basic phonetic and phonological terminology Emphasis on supra-segmentals, such as stress and intonation, and their significance in discourse. Pronunciation difficulties, relevance of phonetics and phonology to classroom practice is discussed.

TETR4002 Pedagogy of English Grammar
Examine a large range of English grammatical forms and functions in the context of teaching English as a Second Language Focus is on the essential grammar which ESL students need to be taught in basic to advanced level programs.

TETR4003 Teaching Skills I
Gain valuable teaching skills through practice activities and demonstrations tor teaching listening, reading and grammar as they relate to the teaching ot English as a Second Language.

TETR4004 Teaching Skills II
Gain valuable teaching skills through practice activities and demonstrations tor teaching speaking, pronunciation and writing as they relate to the teaching of English as a Second Language

TETR4005 Practicum
Dbserve English as a Second Language classes in different settings and report on two of the observations. The relationship of student and teacher is examined within the context of various approaches to teaching ESL

THEA1001 Acting I
Acting I consists ot the Test Piece, a three week rehearsal/performance process; introduction to the fundamentals of acting; introduction to text analysis, story telling, and verse and poetry.

THEA1002 Acting Fundamentals II
Acting II consists of Scene Study, introduction to Shakespeare, neutral mask and vocal masque, a five minute solo performance created and performed by the student tor presentation at the end of term

THEA1003 Dance I
Dance I is a practical study of the five basic elements of dance coordination, motivation, animation, suspension and relaxation, studying the basic principles ot classical ballet Focusing on proper use of legs and arms as applied to classical ballet and other dance torms, posture is developed to help the actor-dancer gain ease and control in dance

THEA1004 Movement I
As an introduction and exploration of the essential principles of movement, breathing, anatomy, sensitivity to one's inner functioning, sensitivity in working with a group and improvisation, Movement I is also an introduction to the elements of movement as a language, the dynamics of rhythm and space. The relationship and importance of all of the above in the context of performance and the theatre are discussed in detail

THEA1005 Vocal Music I
Vocal Music I covers basic music theory with an introduction to reading music, especially piano-vocal scores.

THEA1006 Voice I
As an introduction to Mind/Body/Voice awareness, this course also explores the anatomical and physiological aspects of the voice as well as the care of the voice

THEA1008 Speech I
Beginning with organs of speech identified and examined, students will move on to warm-up routine begun to facilitate optimum usage of speech organs. An introduction is given to IPA (International Phonetic Alphabet). Consonants and vowels are identified as sounds in isolation and with appropriate phonetic symbol, and text pieces are chosen for choral work, incorporating work on vowels and consonants

THEA1009 Vocal Music II
This course continues the development of sight-reading and vocal technique in choral work, consolidation ot basic singing techniques, and builds a solid understanding of the fundamentals of musicianship

THEA1010 Dance II
This continuation of Dance I is an introduction to Jazz, enhancing the use of isolation and dynamics between music and movement. Combinations (small dance pieces) are developed to improve memory and stamina This course also introduces basic Tap and Ballroom dancing.

THEA1011 Theatre History I
Theatre History is a lecture course designed to familiarize the student with dramatic literature in its historical and national setting with a special emphasis on the actor's perspective A coherent body of material is discussed in each semester: Greek, Roman and Medieval, Tudor, Jacobean and Elizabethan, Restoration, Grand Siecle and Eighteenth Century; Romanticism, Nineteenth Century and Modern Students are expected to read the plays discussed each week

THEA1012 Stage Combat I
Through hand-to-hand and quarterstatt, students are introduced to the basic principles of combat for the stage with emphasis on coordination and safety

THEA1013 Group Improvisation
Imagination, awareness, sensitivity, trust, taking, sharing and passing on focus, stimulating and responding to impulse, functioning effectively in a dramatic ensemble – these are all components of Group Improvisation.

THEA1014 Workshop Performance I
Students will present a studio exercise before a small invited audience at the end of First Year; a complete play is studied, rehearsed and performed with stock furniture and costumes, as well as a year-end counterpart to the opening Test Piece. May be substituted by a scene study exercise as in Acting II.

THEA1015 Contact Improvisation
Contact Improvisation combines the skills developed in the other classes in imaginative and daring ways to hone the actor's invention, trust and responsive generosity in both physical and vocal interaction.

THEA1016 Voice II
A continuation of Voice I, accessing the primary breathing muscles and phonating muscles, this level focuses on intensive releasing of the mind and body with the intent to release the voice Accessing the laryngeal muscle to free sound is also examined

THEA1017 Movement II
With an introduction to movement composition, definition of a "theme" and how to develop a theme through movement, this level is a continuation of the elements ot movement, comprising more in-depth exploration and practice of the principles of movement to increase flexibility, and safety ot the professional actor.

THEA1018 Speech II
The warm-up routine is expanded Diphthongs and triphthongs are identified as sounds in isolation and with appropriate phonetic symbol, and diacritic marks for IPA are introduced; tor example, primary and secondary stress, syllabication, aspiration, tilde, glottal stop. Students annotate chosen texts phonetically and present texts individually

THEA1019 Theatre History
Contact department for course description.

THEA1020 Theatre History II
Contact department for course description

THEA1021 Performing Arts Career Studies I
This course explores career opportunities in the performing arts industry: theatre, film, dance, music theatre and opera in creative, technical and administrative fields

THEA1022 History of Dramatic Literature
By means of the selection ot one play for in-depth study and class reading, students are exposed to a survey of world drama from Greeks to present

THEA1023 Introduction to Voice, Movement and Speech
Students are offered insight into the training process tor the professional actor/singer/dancer regarding breath control, articulation and diction, as well as body control and creative movement.

THEA1024 History of Western Theatre
The historical and cultural importance ot theatre through the ages is addressed in this survey of theatrical styles and traditions

THEA1026 Acting Fundamentals I
Contact department for course description.

THEA2001 Acting III
Intensive scene study concentrates on works of the modern and contemporary naturalist school and the interpretive techniques evolved by and since Stanislavsky in close connection with them.

THEA2002 Voice III
A continuation of Voice I and II, freeing the voice through 'good use' of alignment release, breath and resonating cavities is stressed Attention is given to vocal support and power, and to creating and instructing an individual voice warm-up

THEA2003 Television and Film Technique
Basic principles of television production are explored with an introduction to the medium ot screen acting using solo speech and duologues, dramatic scenes, commercials, news and sportscasts, interviews (both host and guest) etc

THEA2004 Dance III
This continuation of Dance I and II uses basic ballet principles from Dance I, and offers an introduction of Modern Dance in conjunction with fall-rebound (Limon technique) Development of fluid and expressive upper torso is also discussed.

THEA2006 Business of Acting
Business is an important part of today's acting career, and this course offers instructions in career management such as techniques of soliciting work, (résumés, photographs, letters, follow-ups, etc.), dealing with agents, managers and casting directors; professional associations and unions, governments, taxes, mortgages, insurance etc , and work etiquette and audition techniques.

THEA2007 **Acting IV**
(a) Period Study: an extensive examination of a given historical era and its theatre, culminating in a presentation of scenes, improvisations drawn from students' research, songs, dances, fights, etc., with appropriate weaponry and costumes. The exercise combines Style and Theatre History. (b) Clowning: basic principles of clown improvisation and audience contact, finding one's own clown; invention and ingenuity. (c) Character Mask: a continuation from Neutral Mask which is a prerequisite; uses of full and half masks; creation of one's own mask; characterization through mask and antimask. (d) Vocal Masque: an extended exercise similar to the First Year Vocal Masque, created independently by students in pairs, under supervision, and presented in April.

THEA2008 **Dance IV**
This is a continuation of Dance I, II and III, particularly continuing Jazz training from Dance II with emphasis on longer combinations and in-class presentations of actual dance pieces. Intermediate Tap and Ballroom dance are included with emphasis on dance combinations and fully developed dances.

THEA2009 **Vocal Music III**
As a continuation of Vocal Music I and II which are prerequisites, this level also addresses preparation of scene work in connection with children's plays, and individual coaching and repertoire.

THEA2010 **Theatre History II**
A continuation of Theatre History I (THEA1011).

THEA2011 **Stage Combat II**
Advanced work in fight choreography for the stage is covered, including weapons such as foil, sabre, rapier, dagger and broadsword.

THEA2012 **Make-up**
Make-up is an introduction to the basic principles of stage make-up; charting a design, bone structure, stage lighting, character analysis; oriental and black make-up. In semester IV, this course includes make-up for television; black and white and colour photography, application of latex, prosthetics, hair, beards, wigs, stage gore, body painting and trans-sexual make-up.

THEA2013 **Children's Play Performance**
A full-scale production of one or two plays will be presented to children's audiences in playing spaces outside the College. The productions are attended by thousands of Metro Toronto school children.

THEA2014 **Speech III**
Purchase and learn how to use "English Pronouncing Dictionary" by Daniel Jones as an ongoing reference text. Rules governing lengths of vowel, diphthong and consonant sounds are established. "7 Points of Good Speech for a North American Classical Play" is also studied. Research and rehearse, individually and as an ensemble, material which culminates in a public Remembrance Day performance. Background is given for a British dialect, key vowel substitutions, diphthongal changes, consonant substitutions and peculiar idioms are discussed.

THEA2015 **Monologue Study I**
Develop a repertoire of suitable monologues for auditions. A new piece is to be presented, critiqued and developed in class every other week.

THEA2016 **Movement III**
The extension of Movement I and Movement II which are prerequisites, this is a continuation of becoming freer and more connected to one's movement, so that each actor can be truly responsive with the appropriate sensitivity to the moment. The student begins to explore first the combination of movement and sound and later of movement and text. There will be individual and group improvisations.

THEA2017 **Voice IV**
Continuing Voice I, II and III, with an addition of text work, this level teaches the student to find freedom of the voice through the use of text. A great deal of attention is given to Focus and Intention and how the mind affects the voice.

THEA2018 **Speech IV**
Work on British dialect continues with assignments in phoneticizing text for British, recording two set pieces, and choosing and recording two appropriate monologues. Cockney and German dialects are presented and studied in format similar to that described for British. Individual private sessions are arranged for speech and dialect requirements in Period Study term project.

THEA2019 **Vocal Music IV**
With emphasis on the work currently under study, (as in the Period Study), this level correlates the work of the previous three levels, with a choice of personal repertoire.

THEA2020 **Workshop Performance II**
A full-scale production of one or two plays will be presented to children's audiences in playing spaces outside the College. The productions are attended by thousands of Metro Toronto school children.

THEA2021 **Movement IV**
Continuing Movement I, II and III which are prerequisites, in this semester more attention and focus are given to each student's individual needs and the needs of the class as a whole, in relationship to the curriculum of other courses, i.e. Vocal Masque, Period Study and Workshop Performance.

THEA2022 **Theatre History III**
Contact department for course description.

THEA2023 **Theatre History IV**
Contact department for course description.

THEA2030 **Performing Arts Career Studies II**
From the writing of the script to first performance, this is a comprehensive study of the production process in theatre.

THEA2031 **History of Canadian Drama**
Surveying Canadian plays, operas and musicals from the 19th century to present day, one play is selected for in-depth study and class reading.

THEA2032 **On the Town – Toronto Arts Scene**
Students will enjoy research and introduction to arts events in Toronto, and visits to arts events and post-visit discussions. The selection will be made from the following: drama, opera, ballet, musical, symphony concert, small music ensemble and art exhibit.

THEA2033 **Monologue Study**
In researching, selecting and preparing audition monologues and songs, each student will receive advice and coaching as to the most suitable material for them.

THEA2034 **Introduction to Scene Study**
Students will be divided into small groups and cast in scenes from a variety of plays. With some guidance and direction, they will develop characters and give life to the scenes in a rehearsal situation.

THEA2037 **Acting Fundamentals III**
Contact department for course description.

THEA2038 **Acting Fundamentals IV**
Contact department for course description.

THEA3001 **Acting V**
This level of Acting is a study of a variety of theatrical styles ranging from Commedia dell'Arte to Restoration and Comedy of Manners to German Expressionism, etc. May be substituted by review of basic acting approaches and exercises.

THEA3002 **Showcase Performance I**
Much of the acting course in the Third Year is devoted to the preparation and presentation of fully produced public exercises in various locales throughout the city. Students each participate in three or four of the six productions each year.

THEA3003 **Voice V**
Continuing Voice I through IV, concentrated attention is given to textwork, especially monologues, with exploration of how the body and voice inform the text and how text can inform body and voice. Individual tutorials will deal with difficulties.

THEA3004 **Movement V**
This continuation of Movement I through IV, which are prerequisites, is a refining and deepening of the exploration of movement and breath. Skills required from Movement I through IV are applied to specific problems arising out of rehearsals and performances of showcase productions.

THEA3005 **Dance V**
Continuing Dance I through IV, creation and instruction of the individual dance warm-up routine leads to students learning choreographed dances in various styles. Broadway musicals, period dances, ethnic dances, jazz routines and ballroom dances.

THEA3006 **Vocal Music V**
Class participants work for extended vocal range, sight read and sight sing; enjoy solo coaching of audition songs; and prepare musical and/or revue material for Showcase Performance II.

THEA3007 **Speech V**
Ongoing development of personal warm-up includes comparison of mid vowel, front vowel, last three back vowel sounds, and comparison of diphthongs of "r". Irish and Scottish dialects are presented and studied formally. An individual session is provided for research and scripting of Vocal Masques, to be presented in semester 6. One on one coaching is also provided for speech and dialect requirements for showcase Performances.

THEA3008 **Voice VI**
Level VI of Voice focuses on the release of the Mind/Body/Voice, as well as on nerves – how they manifest themselves in the body and voice and how to work with them. Individual sessions are held with each student for performance audition and class accomplishments.

THEA3009 **Speech VI**
Students will examine refinement of speech skills: comparison of diphthongs of "r", intrusive "r", consonant blends and cognate blends, tone endings, difficult consonant combinations. Strong and weak "forms" are studied and American Southern dialect is taught formally. Individual speech and dialect requirements for Vocal Masque presentation are addressed, as other dialects are analyzed as required by public showcase performances.

THEA3010 **Showcase Performance II**
See Showcase Performance I (THEA3002). There is at least one Broadway musical or musical revue among the showcase productions in this term.

THEA3011 **Dance VI**
Continuation of Dance V (THEA3005).

THEA3012 **Vocal Music VI**
Continuation of Vocal Music V (THEA3006).

THEA3013 **Movement VI**
The final semester is a consolidation and clarification of the work of the previous five semesters, continuing to support showcase productions and providing individual coaching as required by each student.

TYPO1001 **Lettering I**
This is a basic course in the theory and practice of freehand lettering of typestyles from the Gothic and Roman Type families. Analysis of the essential characteristics of type and the terminology that applies to them is alternated with drawing and brush lettering. The psychomotor skills necessary to the execution of hand lettering is demonstrated and coached throughout the course

TYPO1003 **Typography I**
A history of writing provides a sense of how writing evolved from its beginnings and the part our 26 letters played in that evolution. Typographic terminology is gradually introduced as lettering and typographic principles are applied to a variety of projects using traditional media. As students develop the perceptive skills for dealing with type, they simultaneously acquire an awareness of letter forms as legitimate design elements in their own right.

TYPO1005 **Typography II**
A major objective in semester 2 is to acquire a working knowledge of QuarkXPress. In addition to progressively more involved in-lab projects which serve to introduce the software, students are required to complete projects on the Mac which were begun using traditional tools in semester 1. In the process of fine-tuning their designs, students' typographic skills are carried forward in preparation for semester 3.

TYPO1008 **Lettering II**
This is a second course in the theory and practice of freehand lettering of typestyles from the Gothic and Roman Type families, and progresses to include script and casual type styles. Analysis of the essential characteristics of type and the terminology that applies to them is alternated with drawing and brush lettering. The psycho-motor skills necessary to the execution of hand lettering is demonstrated and coached throughout the course

TYPO2001 **Typography and Colour Studies**
Contact department for course description.

WOMN1007 **Introduction to Feminism**
Students are offered an historical introduction to the different theories, models and practices of feminism, and are introduced to a feminist analysis of violence against women and children

WOMN1014 **Field Work Seminar I**
During weekly meetings with other students and a faculty member in a small group for discussion, participants will engage in problem solving and mutual support with regard to the field placement component of the program. Focus is on development of peer supervision skills and team problem solving

WOMN1016 **Field Placement I**
Students participate in a total of 800 hours of guided and supervised experience in feminist agencies providing services to women and children who have experienced violence. Through two different placement opportunities, students set personal and professional learning goals focused on their preferred area of future employment.

WOMN1034 **Gender, Race and Class: The Structure of Privilege and Oppression**
This course explores the ways in which issues of gender, race, class and other inequities are embedded in the structure of social institutions Through the words of many different women's communities, an understanding of personal experiences and practices will equip students with basic knowledge to work with women who face additional oppression.

WOMN1035 **Integrative Seminar I**
Focusing on self-care and community building, students are ensured a designated time during which they can integrate what they are learning and experiencing in the A W C C A. program on an individual and group level.

WOMN1037 **Integrative Seminar II**
See WOMN1035.

WOMN2017 **Field Work Seminar II**
See WOMN1014.

WOMN2022 **Field Work Seminar III**
See WOMN1014

WOMN2024 **Women's Studies**
An exploration of current issues and organizing within feminist movements in Canada and internationally, including the intersections between gender, race, class and other relations of power in society.

WOMN2026 **Field Placement II**
See WOMN1016.

WOMN2029 **Feminist Politcal Action and Community Development I**
Contact department for course description.

WOMN2030 **Feminist Political Action and Community Development I**
The principles and skills involved with the action side of social change and community development initiatives are examined, particularly within the context of working to end violence toward women. Focus is on social research, political lobbying, proposal preparation and methods of collective work

WOMN2031 **Integrative Seminar III**
See WOMN1035

WOMN2032 **Feminist Political Action and Community Development II**
See WOMN2030.

WOMN2033 **Integrative Seminar IV**
See WOMN1035

WOMN2034 **Field Placement III**
See WOMN1016.

Our Mission Statement

Working closely with partners from all sectors of our society, George Brown, The City College, will provide high-quality education that meets the evolving social and economic development needs of the communities we serve enabling students to succeed in achieving their individual career and life goals. To achieve our mission we will:

Responsiveness
Respond quickly and with flexibility to changes in the communities we serve, renewing programming and delivery methods to meet emerging needs;

Quality
Ensure a high degree of satisfaction with the quality of our programs and services among students, graduates, employers, and other partners;

Access
Promote access to our programs and services;

Learning Culture
Foster a culture of continuous learning within the College for students, staff, and community partners;

Leadership
Evolve in areas where the College is, or can become, a recognized leader;

Diversity
Promote the positive value of diversity in the College community and in society;

Responsibility
Secure the future stability of the College through responsible strategic investment of resources in innovative practices, programs, and services.

The ongoing achievement of these goals will be realized through the continuing commitment and creativity of College staff working with students and community partners.

Admissions and Applications

Section contents
So, you've found the right program and you want to apply. What next? This section tells you about the application and admissions process, getting credit for prior learning, and demonstrating your preparation for your program. For quick reference, the contents are listed below:

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Remember These Important Deadlines!

Mark your calendar.
If you are mailing something to the college or the Ontario College Application Service (OCAS), remember to allow enough time for it to arrive before the deadline.

Dec. 1 – Feb. 1
Send in your application for September programs (For equal consideration with other applicants).

July 2
Register and pay fees for September programs or you may lose your place.

Admission Guidelines

Philosophy
When we review your application, we want to be sure that you have a good chance of succeeding at George Brown College.

Policy on decisions
The Registrar's Office has the power to accept, defer, or reject any application. If anything is unclear about your credentials or abilities, the Registrar can request that you be tested or that your documents be validated or re-submitted.

Policy on the priority of admissions
Current provincial government regulations require that applicants be admitted in the following order:
1. permanent residents of Ontario,
2. permanent residents of other Canadian provinces and territories, and
3. students from other countries.

Admissions requirements
Most programs require that you have an Ontario Secondary School Diploma (OSSD) or equivalent. You may also need other courses or skills. To find out what your program requires, check the programs pages in this guide.

Mature student status
At the start of the program, if you are under the age of 19 then you must have an OSSD or equivalent 19 or older you do not need to have an OSSD. Without an OSSD, you can apply as a "mature student". You will be tested and interviewed to show that you meet the program prerequisites.

Note: International students applying from outside Canada must have the equivalent of an OSSD and cannot apply as mature students.

Student selection procedures
In selecting among applicants for programs, the College may look at your grades, and/or ask you to:
- come to an interview
- take admissions or placement tests
- complete a questionnaire, and/or
- demonstrate your skills and aptitudes for the program.

If you are Deaf, Hard-of-Hearing, or disabled and need help during the evaluation process, call: Disability Services at (416) 415-2622 or Deaf and Hard-of-Hearing Services at (416) 415-2065 (voice) or (416) 415-2651 (TTY).

Applying to the College Through the Ontario College Application Service (OCAS)

Guideline
Most post-secondary programs require that you apply through the Ontario College Application Service (OCAS). However, you apply directly to the College for some preparatory and special programs. To be sure about your program, check its page in this book.

International students can use these procedures or the ones listed on page 294.

If you are Deaf or Hard-of-Hearing, please refer to page 306. It describes the procedures to follow for support services during the admission process.

What is OCAS?
The Ontario College Application Service (OCAS) processes application forms for Ontario colleges. With one form, you can apply for up to 5 programs. Up to 3 of these can be at one college. For example, you could apply to 3 programs at George Brown and 2 at another college.

How to Apply

To apply to a post-secondary program at George Brown College, follow these steps:

1. Get an OCAS application form and guide from:
   the guidance office of a local high school or community college, or
   George Brown College: (416) 415-2000, 1-800-265-2002, or info@gbrownc.on.ca, or
   the OCAS office: (519) 763-4725 or 1-888-892-2228, or apply on-line at the OCAS website, www.ocas.on.ca.
2. Complete the form, attaching any required documents. All academic documents that are not in English must include a certified translation.
3. Mail the form and the $65 fee (money order or certified cheque made payable to OCAS) to: OCAS, PO Box 810, Guelph, Ontario, Canada N1H 6M4

Deadlines
So that OCAS gets your application on time, mail it at least a week before the deadline. If OCAS gets your application after the deadline, your will be considered on a first-come-first-served basis if space allows. The deadlines for the year are as follows.

If you plan to start in	then mail your form	Offers of admission are sent after
September	As soon as possible after December 1. For popular programs that fill quickly (sometimes called over-subscribed), applications must be received by Feb. 1.	Feb. 1 for mature applicants and students from university and others colleges. March 31 for applicants applying through Ontario secondary schools.
January	Anytime.	Within a few weeks of your application.
May	Anytime.	Within a few weeks of your application.

Note: To allow more time for admissions testing, mature students should apply as soon as possible after December 1.

Thank you (in advance) for your patience
Every year more than 65,000 people apply to George Brown. This means at times you may have to wait to have your phone call answered or get service at our Registration Centres. This is particularly true when there are deadlines to meet (April and June) or classes are about to start (August and September). So thank you in advance for your patience. Tip: Use our drop boxes, fax, and bank payment options when you can to avoid line-ups.

What happens next?
The College will send you a note stating that your application was received.
Later, we will let you know:
- if you need to participate in any selection processes,
- whether you have been accepted into a program, and
- how to register for admissions and placement testing.

Offers of admission
Offers of admission include an acceptance form. You may accept only one offer from among the colleges. Complete and send the form to OCAS.

International Students: Applying Using the College's International Student Application Form

Guideline

Most programs require that you apply through the Ontario College Application Service (OCAS). For some you can apply directly to the College. International students may apply using the College's International Student Application form.

Note: Space in some programs may be limited.

If you are applying to post-secondary programs then use this procedure OR the one on page 293. English as a Second Language (ESL) programs use this procedure.

How to Apply

To apply using the College's International Student Application form:

1. Get the International Student Application form from:
   the George Brown College International Centre,
   the nearest Canadian Education Centre (often at or near Canadian embassies), or
   www.gbrownc.on.ca/GBCWEB/interntl/appl.htm.
2. Complete the form.
3. ESL program applicants attach a non-refundable deposit of CDN $500. Post-secondary applicants attach:
   - secondary and post-secondary transcripts,
   - notarized English translations of your transcripts, and
   - English proficiency scores such as TOEFL.

How to provide proof of English language capability

Since all classes are offered in English, your success at college depends in part on your having the right level of English. To prove your capability in English you can:

- provide us with proof that your secondary school and/or post-secondary studies were completed at a recognized institution where English is the common language used (e.g. secondary schools that offer a Canadian, American, or British curriculum), or
- take the College's English Entrance Test in Toronto. For details, call (416) 415-4565, e-mail rmalayan@gbrownc.on.ca, or
- send us the results of an international English test. The College requires the following scores, or higher:

Test Score required	TOEFL*	IELTS	Michigan Test
Paper:	550	6.0	85
Computer-based:	213		

***For information go to the TOEFL website at www.toefl.org.**

What happens next?

1. After we review your application and transcripts, depending on the program you applied for we may ask for more information through an interview, tests, or samples of your work.
2. If you are applying from Toronto then we will send you a letter asking you to arrange any required interviews or tests.
3. If you are applying from outside Toronto then we will send you questionnaires, or ask you to send us samples of your work. We may also arrange a telephone interview.

Offers of admission to post-secondary programs

If you meet the academic and English requirements, and the program has space, the College will send you an acceptance letter.

If you meet the academic requirements but not the English requirement, and the program still has space, the College will send you a conditional letter of acceptance.

This means the College will accept you on the condition that you:

- successfully complete the College's English program,
- pass the College English Entrance test (offered only in Toronto), or
- get the required score in an internationally-recognized English test (see proof of English language capability section).

Accepting admission

Offers of admission include a Confirmation of Acceptance form. You must complete and return it with the deposit by the required deadline.

Visas and Health Insurance for International Students

Visas/authorization

To study in Canada, you will need a tourist visa and/or a student authorization.

If you are studying ESL for 3 months or less then you need a tourist visa. For studies of more than 3 months a Student Authorization is required.

For official information about the application policy and procedures, contact:
a Citizenship and Immigration Canada (CIC) office in Canada,
a Canadian embassy, high commission, or consulate, or
the CIC website at www.ci.gc.ca.

Health insurance

You must have health insurance. If you do not have any, contact the International Centre for information on a group plan for international students. The cost is CDN $540 per year, or CDN $50 per month for short programs.

**For more information contact George Brown's International Centre at (416) 415-2115,
1-800-265-2002 (Canada and the U.S.), or
intlcen@gbrownc.on.ca.**

Admissions Tests

Purpose
By testing you, the College can find out if you will be able to successfully complete the program of your choice.

What's on the test?
Depending on the program you want to take, the test will cover English skills, math, and science. The test lasts about 3 hours.

Who takes the test?
Mature students and applicants to popular, "oversubscribed" programs are tested. International students may also be asked to take admissions tests.

How to prepare
For information about admissions test visit the Educational Resources section (under Departments and Services) of the College's website: www.gbrownc.on.ca.

Need upgrading?
If you think you may need to brush up on basic skills, you can take the test before you apply to George Brown. By testing early in the year, you may have time to upgrade and be tested again before programs are filled. When you apply to the College, attach your results or a note to your application stating when you were tested.

Cost
The admissions test costs:

- $25 for college applicants,
- $40 for dental hygiene applicants, or
- $50 for people who have not applied to the College.

Test process
The test process is as follows:

1 When the College gets your application, the Registrar will send you a letter advising you how to register for testing.
2 You prepare for the test. If you are Deaf, Hard-of-Hearing, or disabled and need assistance, call:
Disability Services at (416) 415-2622, or
Deaf and Hard-of-Hearing Services at (416) 415-2065 (voice) or (416) 415-2651 (TTY).
3 Bring your test letter and photo I.D. to the test. If you paid for the test in advance, also bring your receipt or appointment sheet.
4 Go to the Assessment Centre and take your test.
5 When the results are ready, the Admissions Centre will mail them to you. The results are confidential. You cannot get them by phone.

For more information call the Assessment Centre at (416) 415-4565.

College Preparation Course for Mature Students

Course description
The Testing for Mature Students course helps you prepare for your admissions test. The course reviews math and English skills. It meets 2 evenings a week for 8 weeks.

Who can apply?
People who are over 19, and do not have a secondary school diploma, or equivalent, and who have applied (or are planning to apply to George Brown College) can take the course.

For more information check the Continuing Education Calendar, or call the Academic Bridging Department at (416) 415-2427.

Registration Information

Contents
This section tells you how to get credit for work you've done before, either as a student at another college or university, or through work and life experiences. It also talks about changes that you, or the College, may make to courses and schedules.

Topic	Page
Full-time or part-time status	297
Prior Learning Assessment and Recognition (PLAR)	298
Advanced standing and course exemptions	298
Changes to timetables, courses, programs, or other info	300
Adding, dropping, or changing courses or withdrawing from a program	311

Full-time or Part-time Status

Definitions
Full- or part-time status depends on how many courses or course hours you are taking.

If you are enrolled in either 70% of the total semester hours or 66⅔% of the courses then you are a full-time student.

If you are enrolled in less than 70% of the total semester hours or 66⅔% of the courses then you are a part-time student.

Policy on additional part-time studies
If you are a full-time student, and want to enrol in additional part-time courses, you will have to pay a fee for each additional part-time course.

Part-time & continuing education programs
Some full-time programs are offered part-time. Details are listed in our Continuing Education Course Guide.

For more information or to get a guide, call (416) 415-2000 or 1-800-265-2002.

Prior Learning Assessment and Recognition (PLAR)

What is PLAR?

Prior Learning Assessment and Recognition (PLAR) gives you credit for knowledge and skills you've gained through life experiences such as work or volunteer activity. You can get up to 75% of your credits through PLAR. The other 25% must come from classes taken at the College.

Who can apply?

You must be 19 years old or have an OSSD.

How does it work?

If a course covers material you already know, you can ask for an assessment of your knowledge. This is called a "challenge". For example, if you have done a lot of computer work, you might challenge a computer course. To assess your learning , you may be:

- tested with written or oral exams, interviews, or case studies, or
- assessed through a portfolio of your work that shows your skills.

Cost

PLAR costs $77 for each course you challenge.

How to apply

If you have already chosen a program and want to discuss PLAR options, contact the division office to meet with a program chair or co-ordinator.

For general information call the PLAR Office at (416) 415-2290.

Advanced Standing and Course Exemptions

Definitions

Advanced standing and course exemptions give you credit at George Brown College for credit courses you took elsewhere.

Who can apply?

You can apply for advanced standing or course exemptions if you have credits from another college or university, or in some cases, Ontario Academic Credits (OACs) from secondary school.

How to apply for advanced standing

To apply for advanced standing, complete your OCAS application form as follows:

- in section A, under the heading Additional Academic Information, check off the box marked "college/university transfer";
- in section B, indicate the semester or level you are applying to enter.

How to Apply for a Course Exemption

To request a course exemption, submit an exemption form to your academic department. (See list below.) To be exempt from a course in a given term, the exemption must be granted by the third week of the term. Please include copies of your transcripts with your exemption form. For details, refer to your registration package.

If you are exempt from taking a course, you can take an alternate full-time course during that term, at no extra cost, provided that space is available in an appropriate course that is needed for your program.

Please note:

- Continuing education courses cannot be substituted for post-secondary exemptions.
- Tuition fees for post-secondary programs are charged by semester per program. Fee assessment is not based on the number of courses you enrol in. If you are enrolled in a full-time program and are granted course exemptions, you will not get a tuition refund for those courses.

Academic Departments

Department	Campus	Room	Phone
Business	St. James	313A	(416) 415-2160
Fashion and Creative Technology	Casa Loma	C465	(416) 415-4840
Graphic Communications	St. James	313A	(416) 415-2137
Performing Arts	Casa Loma	C120	(416) 415-2167
Interdisciplinary Studies	St. James	490F	(416) 415-2085
Academic Bridging	St. James	488F	(416) 415-2427
Allied Health	Casa Loma	B204	(416) 415-4543
Community Health (Nursing)	St. James	490F	(416) 415-2069
Community Services	St. James	440E	(416) 415-2185
Community Services	Nightingale	348A	(416) 415-2310
Hospitality and Tourism	St. James (300 Adelaide St. E.)	111	(416) 415-2225
Distance Education	Casa Loma	C436	(416) 415-4725
Technology	Casa Loma	C430	(416) 415-4400

Changes to Timetables, Courses, Programs and Other Information

Timetables
Classes in the regular College program take place between 8 a.m. and 6 p.m. The College follows timetables as closely as possible. However, unplanned events do happen, and sometimes the schedule has to change.

Early closing on long weekends
College services will close at 3:30 p.m. on Fridays before long weekends (where statutory holidays fall on Mondays).

Program cancellation policy
The College may change or cancel a program or course when the enrolment is low or opportunities for graduates are few. When cancelling a program, the College allows enrolled students to complete it within the normal completion time. In rare cases, the College cannot extend the program. When this happens, arrangements are made for students to complete the program at another college.

Changes to other information
This book is like a snapshot in time. The policies and procedures are current at the time of publication, but may change throughout the year. The College will not be held liable in any material way for difficulties created by required changes in any policies, courses, or programs.

Student Services

Purpose
Student Services are designed to help you succeed and achieve your goals. They can help reduce stress and keep your mind, body and spirit in shape so you can balance the demands of college life.

Contents
We offer many services to support our students. They are grouped into the following categories:

Services	Page
Basics: housing, child care, books, resources, computers, and athletics	301
Counselling and tutoring	303
Student Advocate, Student Association, and Student Life	303
Jobs and Careers	304
Accessibility, Equity, and Diversity	305

Student Services: Basics

Housing Office
Our Housing Office lists 1,000 to 2,000 rental units around the city. You pay $5 for 16 weeks to see the listings. Updated daily, the list includes:

- houses,
- apartments,
- townhouses,
- shared accommodations,
- in-home boarding,
- sublets, and
- shared accommodations.

For more information, call the Housing Office at (416) 415-2101.

Child care
George Brown College operates 7 child care centres. Students get priority. Full-time students can get subsidies, but spaces are limited and the waiting list for each centre is long.

For more information, or to get on each centre's waiting list, call them at:

the Child Care Office	**(416) 415-2359**
Casa Loma (Spadina and Davenport)	**(416) 415-4614**
Douglas E. Light (University and Dundas)	**(416) 415-2604**
Fashion District (Richmond and Spadina)	**(416) 415-2453**
Queen Street (Queen and Ossington)	**(416) 535-6701**
Scotia Plaza (King and Yonge)	**(416) 415-2590**
Waterpark Place (Queen's Quay and Bay)	**(416) 415-2450**
Esther Exton (at BayCrest)	**(416) 785-2420**

Bookstore

Besides new and used textbooks, our bookstores sell other books, computer hardware and software, and office supplies. We also buy used textbooks. For the best bargains, check us out early in the semester. Visit us at:

Casa Loma – 160 Kendal Ave., 3rd floor (416) 415-4440
St. James – 200 King St. E., main floor (416) 415-2722
www.gbrownc.on.ca.

September to May:	Monday to Thursday	8:30 a.m. to 7:30 p.m.
	Friday	8:30 a.m. to 3:30 p.m.
June to August:	Monday to Friday	8:30 a.m. to 3:30 p.m.

Computers

The Open Access Computer Learning Centres (OACLC) are open to current students. OACLCs have multimedia PCs and PowerMacs and:

- Software, such as MSWord, Excel, Access, and PowerPoint,
- course-related software and tutorials,
- Internet and CD-ROM access, and
- scanning and colour printing facilities.

For more information, contact the OACLCs at:

Casa Loma – Room C350	**(416) 415-4459**
Nightingale (Library)	**(416) 415-2356**
St. James – Room 131	**(416) 415-2004**

Resource centres

There are 3 Learning Resource Centres (libraries) : one at each campus. All students can use their resources, facilities, and services. Centre staff can help you find the information you need for your courses, projects, and assignments. The resources in each centre reflect the areas of study on that campus. Each centre has:

- books
- periodicals,
- films and videos,
- VCRs,
- quiet and group study spaces,
- electronic research databases,
- audio cassettes, and
- newspapers.

To discover what your resource centre can offer you, call us at:

Casa Loma	**(416) 415-4634**
Nightingale	**(416) 415-2356**
St. James	**(416) 415-2173**

or go to our page at www.gbrownc.on.ca.

Athletics

To keep you in shape, we have 2 campus gyms, 2 weight/training centres, and offer a wide range of activities, and intramural and varsity teams for many sports.

For more information, call the St. James Athletic Centre at (416) 415-2176, or the Casa Loma Athletic Centre at (416) 415-4714.

Student Services: Counselling and Tutoring

Counselling

Counsellors help students solve problems and plan how to reach their goals. They offer one-on-one counselling as well as workshops on developing: study skills; effective learning strategies; career options; stress and time management skills; assertiveness; and career options.

For more information or to arrange a session, call the Counselling Office at:

Casa Loma Campus	**(416) 415-4585**
Nightingale Campus	**(416) 415-2354**
St. James Campus	**(416) 415-2107**

Peer tutoring

Free peer tutoring helps students who are having difficulty with a course. Students study one-on-one with a tutor to prepare for assignments and exams. Most tutors are second- or third-year students who have completed a tutor training program and are paid by the College. To request or become a tutor, sign up in the Counselling Office at your campus any time after September 14.

For more information, call your campus Counselling Office:

Casa Loma	**(416) 415-4585**
Nightingale	**(416) 415-2354**
St. James	**(416) 415-2107**

Student Services: Student Advocate, Student Association, and Student Life

Student Advocate

The Student Advocate can advise you about:
College policies and procedures, rights and responsibilities, appeal procedures, and how to resolve a complaint.

For more information, call the Advocate, Franky Chernin, at (416) 415-2674.

Student Association

The Student Association (SA) represents student interests in the College and at all levels of government. It is run by a Student Board of Directors. The SA provides:
health insurance and legal advice, student clubs and newspaper, pubs and stores.

For more information, call or stop by one of the SA offices:

St. James	**(416) 415-2455**
	200 King St. E., Room 147
Nightingale	**(416) 415-2761**
	2 Murray St.
Casa Loma	**(416) 415-4730**
	160 Kendal Ave., Room 210
Hospitality	**(416) 415-5074**
	300 Adelaide St. E., Room 254

Student Life Office

The Student Life Office works with the Student Association and other student leaders to: enhance student life, ensure that all students can become involved in college life, and encourage them to do so.

For more information, call the Manager ot Student Life at (416) 415-2099.

Student Services: Jobs and Careers

Campus WorkLink

Full-time, part-time, summer, and contract jobs are listed electronically on Campus WorkLink. Registered students can access WorkLink in the computer labs of the Learning Resource Centre on each campus, in the Career Centres at St. James and Casa Loma, or from any computer with an Internet connection.

For more information, call (416) 415-2107 or (416) 415-4585.

Online resume writer

Registered students can access an online resume writer in the computer labs of the Learning Resource Centre on each campus.

For more information, call (416) 415-2107 or (416) 415-4585.

Graduate placement

To find out where recent graduates got jobs, consult the Graduate Employment Report at www.gbrownc.on.ca or at a Counselling Office.

Alumni Affairs' mentor program

The Alumni Affairs office is not just for graduates! Full-time students can access our mentor program Get a Connection, where you are linked with a graduate working in your career field. A mentor can give insights related to your chosen career, help extend your professional network, and provide information on workplace reality. Call (416) 415-2535 to sign up.

After graduation, George Brown College Alumni Association members can take advantage of benefits including health and dental, home and auto insurance; the CareerWise program, planning work search strategies and career planning; a twice-yearly newsletter; access to college libraries and other facilities; and much more.

For on-line information about all ot our services and programs, go to www.gbrownc.on.ca and hit the Alumni button.

Student Services: Accessibility, Equity, and Diversity

Guidelines

George Brown College is one of the most diverse colleges in Canada. We are committed to: making the College equitable for students and employees, and encouraging community access and participation in all parts of college life.

Our policies on preventing discrimination and harassment state these commitments, and also identify rights and responsibilities for all members of our community.

Human Rights Advisor

The Human Rights Advisor plans, implements, and monitors programs that advocate and support a harassment- and discrimination-free classroom and workplace.

If you have questions or concerns, call or write the:
Human Rights Advisor
PO Box 1015, Station B, Toronto M5T 2T9
(416) 415-4646

Diversity, Equity & Safety Committee

The Diversity, Equity and Safety Committee celebrates the College's diversity, and works to make the College safer and more equitable. The Committee is a subcommittee of College Council.

College Council

College Council, which includes representatives from all parts of the College community, is the academic advisory committee for the College. It, along with the Board of Governors, is a key place for students to have a voice. For information, or to share your concerns or ideas, call your College Council representative at (416) 415-2455.

Aboriginal Programs

The Aboriginal Programs Unit helps Aboriginal people access College programs and services.

For more information, call the Aboriginal Programs Unit at (416) 415-2526 or drop by the Native Students Meeting Place, St. James Room 562D.

Disability Services

Disability Services assists students with physical, learning, and emotional disabilities. The office has special equipment for students to use. Most buildings are equipped with ramps, elevators, and special washrooms.

For more information or to arrange assistance, call (416) 415-2622.

Deaf & Hard-of-Hearing Services

The College supports deaf and hard of hearing students by providing educational interpreting, computerized note taking, peer note taking, modified course load and test taking, technical devices, and counselling.

For more information or to arrange a College visit, contact the College at:
(416) 415-2066 (voice) or
(416) 864-0535 (TTY).

Requesting Assistance from Deaf and Hard-of-Hearing Services

Kinds of services

Educational support services are available for Deaf and Hard-of-Hearing applicants and students, including services to help you with the application and selection process. Services include: educational interpreting, academic advising, computer and/or peer note taking, modified course load and test taking, and technical devices.

How to request assistance

If you are applying to the College and need support services, follow these steps to request assistance:

1 When you apply to the College, send a copy of your application form to:
Deaf and Hard-of-Hearing Services
George Brown College
PO Box 1015, Station B
Toronto, Ontario M5T 2T9

2 A week after you apply, call the College switchboard and ask to speak with the co-ordinator of the program you chose.

3 If you get a notice from the College about an interview, test, or other selection process, and need an interpreter, call one of these numbers a least week before:
(416) 415-2066 (voice) or
(416) 864-0535 (TTY).

4 If the interview is cancelled, please tell the office right away.

5 When you are accepted by the College, immediately contact Deaf and Hard-of-Hearing Services at:
(416) 415-2066 (voice) or
(416) 864-0535 (TTY)
to arrange educational support services.

Fees and Financial Assistance

Contents

In this section, we cover what your fees will be, and when and how to pay them. We also talk about the kinds of financial aid available* and how to apply for each of them. The section contents are listed below:

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Post-secondary program fees	307
ESL, Upgrading and Skills course fees	309
Financial Aid	310
Ontario Student Assistance Program (OSAP)	310
Fee deferrals	308
Fee refunds	308

*International students are not eligible.

Post-secondary Program Fees

Cost

Total fees for most programs include the following.

Fee	Per year	Notes
Tuition (Canadian Citizens and Permanent Residents)	Under age 65: $1,473 to $2,526 65 or older: $736.50 to $1,263	Varies by program. The Board of Governors sets fees within guidelines established by the Ontario government. See individual program descriptions for fees.
Tuition (International Students)	$9,375	Does not include material or other administrative fees.
Materials/Supplies	Varies from $50 to $2,500 average: $300	Varies by program.
Student Activity	$57.50 per semester	Covers Student Association, Athletics, and Student Centre Building Fund fees.
Graduation/Diploma	$21.50 per semester	Payable in your final year of a program.
Technology	$35 per semester	Helps support open-access computer labs.
Medical/Health Insurance	$170	Subject to annual renewal. Does not apply to all students, including international students.
International Student Insurance	Approximately $540 for one calendar year, or $50 per month.	Students must enrol directly with the company. For more information contact the International Centre (416) 415-2115 or e-mail: rmalayan@gbrownc.on.ca
I.D.	$6	

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Continued from page 307.

Fee	Per year	Notes
Student Assistance	$25 per semester	Covers peer tutoring, Student Success, and advising.
Alumni	$20	Payable in the first year.
Canadian Federation of Students (CFS)	$5.80 per semester	CFS lobbies the government and other organizations on behalf of college and university students across Canada.

Other fees		
Withdrawal Fee	$100	$500 for international students
Late Registration Fee	$125	
Transfer Fee	$20	

Fee Deferrals

What is a deferral?
A fee deferral is a legal agreement between you and the College. You agree to pay the balance of your fees as soon as you receive OSAP funds or a notice of denial.

Who can apply?
If you have applied for OSAP financial assistance, you can request a fee deferral.

CAUTION: If you request a fee deferral and the College finds that you have not applied for OSAP, you will have to pay the $125 late registration fee.

Cost
The total deferral payment is $145. This includes a $45 deferral fee and a $100 fee applied to your tuition. The deferral payment is non-refundable.

How to apply
To request a fee deferral, follow these steps:

1 Check the deferral box on the registration form.
2 Submit the $145 deferral payment (by certified cheque or money order payable to George Brown College, or by Visa/MasterCard) and your registration form to George Brown College.

Fee Refunds

Fee refunds
Potential refunds and academic penalties are based on the date you submit a completed and signed program withdrawal form to the Registration Centre.

Example: If you withdraw from a course or program within 10 working days from the start of a semester, you will get tuition refunded for the semester (and any fees paid in advance for other semesters), minus a service charge.

If you withdraw in the first semester of your academic year, your student activity and graduation fees can also be refunded.

Cost
The service charge for withdrawing is as follows.

If you are a Canadian citizen or permanent resident, then the charge is $100.
If you are an international student, $500.

Note: If, within 15 working days from the start of a semester, the College requires you to withdraw, you may be considered for a refund.

Who gets the refund?
You or the organization paying your fees will get the refund. For example, if you get an OSAP bursary for child care or disability-related expenses, your refund will be paid to the Treasurer of Ontario, not to you. The College pays the refund by cheque, or credits the Visa/MasterCard account on your registration form.

English as a Second Language (ESL), Upgrading, and Skills Programs

Cost
For fees charged in the 1998/99 academic year, refer to each program's page in this book. Total fees for most programs included the following.

Fee	Per week	Notes
Tuition (Canadian Citizens and Permanent Residents)	$40.06 to $47.92	Payable prior to the start of the program, or at the start of the new semester. Note: Students in some programs pay a technology and materials fee.
Tuition (International Students)	$256.45	Does not include, materials, books, or health insurance, but does include campus service fee, graduation, and student activity fee. Note: Students in some programs pay a technology and materials fee.
Campus Service Fee	$0.45	Payable with the first tuition payment. Does not apply to international students.
Graduation	$1.43	Does not apply to international students.
Student Activity	$3.83	Does not apply to international students.

Financial Aid

What kinds of aid are available?

There are 3 main kinds of financial aid:
1 loans, where repayment is required,
2 grants, scholarships, bursaries or awards, where no repayment is required, and
3 work-study jobs, money that you earn through work on campus.

Who can apply?

Full-time and part-time students are eligible for different aid programs, as shown below. Government programs, such as the Ontario Student Assistance Program (OSAP), are open only to Canadian citizens or permanent residents.

If you are a full-time student then you may be eligible for
- a loan through the Ontario Student Assistance Program (OSAP),
- a grant or scholarship from the Student Assistance Fund or your faculty, or
- a work-study job on campus.

If you are a part-time student then you may be eligible for
- a Canada Student Loan for Part-time Students and/or a Special Opportunity Grant,
- an Ontario Special Bursary, or
- a work-study job on campus.

Note: There are also OSAP bursaries for child care and disability-related expenses. Students must qualify for OSAP first.

Ontario Student Assistance Program (OSAP)

Purpose

The purpose of the Ontario Student Assistance Program (OSAP) is to help low to moderate income individuals and families meet the cost of a student's education. OSAP is not intended to fund all of a student's education and living costs.

What is OSAP?

OSAP provides financial assistance through loans and bursaries.

How OSAP works

When you apply to OSAP, you are automatically applying to receive loans through the federal Canada Student Loans Program and the provincial Ontario Student Loans Plan. If you get a Canada and Ontario Student Loan you start repaying 6 months after you have stopped being a full-time student. While you are in school, the government of Canada or Ontario pays the interest on your loan(s).

Deadline

Forms are available each spring, around March or April. Apply as early as possible. For a one-term assessment, you must apply within the first 30 days of class. For two terms, you must apply before the last 90 days of class.

How to apply

Get and complete an application form from the guidance office of a local high school or community college. You may also apply on-line at www.osap.gov.on.ca

Or to have an application sent to you, contact George Brown at (416) 415-2000, 1-800-265-2002, or info@gbrownc.on.ca.

Help with applying: OSAP workshops

Each Friday morning from late May until mid-July, there are OSAP workshops at the College. Financial Assistance Office staff answer your questions and help you complete the form. Help is also available during regular Financial Assistance office hours.

For more information check the OSAP website at www.osap.gov.on.ca, check the George Brown website at www.gbrownc.on.ca or call the Financial Assistance Office at (416) 415-2476.

Adding, Dropping, Changing, or Withdrawing from a Course or Program

Policy

If you change courses or course sections, or decide to withdraw from your program, you must tell your academic department (See list on page 299.). If you do not tell your department, you will get an F in the courses in which you were registered, plus an invoice for extra fees. Note: Your academic department will require you to fill out the Student Action Form.

Note: If you are paying fees by OSAP, dropping too many courses may change your status to part-time and will affect your OSAP eligibility.

How to change courses

To add, drop, or transfer a course, follow these steps.
1 Get a Student Action form from your academic department.
2 Complete the form.
3 Submit the form to your academic department before the end of the third week of the term.
For transfer requests, attach $20.

How to withdraw

If you're thinking of withdrawing from College, first get advice from a counsellor or faculty member to explore your options. If you still want to withdraw, follow these steps:
1 Get a withdrawal form: from your academic department, if you are in Canada. If you are outside Canada, fax or mail the International Centre, saying that you will not be attending.
2 Complete the form.
3 Submit the form to your academic department before the withdrawal deadline.
The deadline is in the calendar of important dates in your Student Handbook.

After you withdraw from a course, your transcript will show the date you submitted the withdrawal form. Your status will show as WITHDRAWN.

For more information call the Registrar's Office at (416) 415-4500.

Student Records

Introduction

Your academic record reflects your work while at George Brown College. You may need it to apply for a job or another college or university. It is in your best interest to make sure your record is correct.

The Registrar's Office

The Registrar's Office:

- processes student grades and academic standing once received from the academic faculties,
- computes grade points and grade point averages,
- produces transcripts, and
- grants diplomas and certificates.

Grading System

George Brown College records grades using letter values, as shown below:

Percentage	Letter	Points
86-100	A to A+	4
80-85	A-	3.7
77-79	B+	3.3
73-76	B	3
70-72	B-	2.7
67-69	C+	2.3
63-66	C	2
60-62	C-	1.7
57-59	D+	1.3
50-56	D	1
0-49	F	0

Designation

Honours:

3.5 or higher grade point average (GPA)

In good standing:

1.7 or higher GPA and all courses have been passed

On condition:

less than 1.7 GPA or one or more failed courses

Transcripts

A transcript is a complete record of your grades that were earned while attending the College or that were transferred from another institution.

Graduation requirements

To graduate, you must have:

- a cumulative GPA of at least 1.7 or more,
- no unredeemed Fs, withdrawals, or other "not passed" designations,
- no debts to the College.

Redeeming an F

In order to redeem a failed course, you must replace it with a passing grade. As noted above, to graduate, you cannot have any unredeemed Fs on your record. You can redeem an F by:

- repeating and passing the course,
- taking extra exams,
- successfully appealing the grade, or
- converting it to a symbolic grade.

Note: You cannot repeat a course more than 3 times.

Fs & your GPA

If you fail a course, the F shows on your transcript and is included in your GPA. When you redeem the course, the F will still show on your transcript. However, the new, higher grade replaces it in your GPA.

Appealing a grade

For appeal policies, consult your student handbook. Assistance is available through your academic department, the Student Advocate, and the Students Association.

Access to records

Your records are the property of the College. The College is bound by the Freedom of Information and Protection of Privacy Act (1987). Only you (or someone with your written permission) can view and copy your records. To protect your confidentiality and the College's liability, you have to make a written request for a transcript or other record or to allow the College to discuss your record with another person.

Holds on records

If you owe the College money, have not returned College property, or have other outstanding issues, the College can hold your records. This includes:

- transcripts,
- grade reports,
- tax forms,
- diplomas and certificates,
- letters of attendance, and
- other college documents.

Requesting Transcripts & Replacement Diplomas/Certificates

Your request should be in writing. Request forms are available at the campus Registration Centres. You may fax your request to Academic Records at (416)415-4994, or you can mail it to:

George Brown College
P.O. Box 1015, Station B
Toronto, Ontario M5T 2T9
Attn: Student Records

Please provide the following information: full name (while in college), student number, years of attendance, telephone number (business and home), number of copies, address to be issued to and payment.

There is a $6 charge for the first transcript and a $3 charge for each additional copy
Personal cheques are not acceptable. If faxing your request, payment can only be made by VISA or MasterCard.

Board of Governors

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Student Representative,
Student,
George Brown College

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Consultant

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Human Resources

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Vice-President,
Corporate Services and
External Relations

The George Brown College Foundation

Established in 1984, The George Brown College Foundation is the College's primary fundraising organization and assists the College with many of its initiatives to enhance all campuses and student life. This year, the Foundation will be significantly involved in supporting the Centre for Advanced Microelectronics, the Centre for Innovation in Health Care Training, The Canadian Pacific Smart Classroom (Hospitality & Tourism Centre), a Centre for Excellence in Financial Services, and many other exciting additions to the College.

The Foundation graciously accepts donations on behalf of the College of cash, in-kind donations (products, stocks, securities), artwork, numerous deferred vehicles (including gifts of life insurance policies and bequests), real estate, and cultural property. Donors to the Foundation include current students, Alumni, Friends of the Foundation, staff, and many Corporate Partners in the community, all contributing to ensure that George Brown College, The City College, will make the future work for its students.

Ontario Student Opportunity Trust Fund

Initiated by the Provincial Government in 1996 to encourage the development of College Bursary and Endowment funds, the OSOTF program matches funds raised on a dollar-for-dollar basis. The Foundation was instrumental in establishing the College's OSOTF and is delighted that by March 31, 2000, will have helped to generate an endowment of over $3,000,000 designated for bursaries for needy students at George Brown College. The Foundation wishes to thank all contributors to this initiative and, in particular, the generosity of our major supporters to the OSOTF:

Scotiabank
John O. Maxwell Endowment Fund
Bank of Montreal
CIBC
Royal Bank
The Métis Nation of Ontario
TD Bank Financial Group
The Chawkers Foundation
George Brown College Seniors' Association

To contribute to these fundraising initiatives, become more involved in fundraising, or to volunteer your time, please contact the Foundation Director, Margo Sheppard, today.

Foundation Office:

St. James Campus, Room 536E	415-2054
Foundation Director	415-2405
Fax	415-5011
Web Page	www.gbrownc.on.ca/foundation

Notes

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Notes

College Telephone Directory

For departments not listed below, please call (416) 415-2000
(if you are calling long distance: 1-800-265-2002)

Alumni Affairs (416) 415-2106

Athletics
St. James Campus (416) 415-2177
Casa Loma Campus (416) 415-4714

Career and Employment Services
St. James Campus, Room 582C (416) 415-2107
Casa Loma Campus, Room C221 (416) 415-4585
Nightingale Campus, Room 105 (416) 415-2354

Child Care Office (416) 415-2359

Counselling Office
St. James Campus, Room 582C (416) 415-2107
Casa Loma Campus, Room C221 (416) 415-4585
Nightingale Campus, Room 105 (416) 415-2354

Deaf and Hard-of-Hearing Services
TTY (416) 864-0535
Voice (416) 415-2066

Disability Services (416) 415-2622

Call Centre
For general information about full-time and part-time programs (416) 415-2000
Long distance call 1-800-265-2002
E-mail info@gbrownc.on.ca

Financial Assistance
For information on student loans, scholarships and bursaries (416) 415-2476
Academic Records, Certificates and Diplomas (416) 415-4490

Housing Service
St. James Campus, Room 578C (416) 415-2101
Casa Loma Campus, Room C221 (416) 415-4585

International Centre (416) 415-2115

Liaison Office (416) 415-2267

Tours (416) 415-2000 ext. 3444

Prior Learning Assessment and Recognition (416) 415-2290

Admissions Centre
(applications) (416) 415-4805

Registration Centre
(enrolment, fees payment) (416) 415-4315

Student Advocate (416) 415-2674

Student Association (416) 415-2455

Student Life
St. James Campus, Room 578C (416) 415-2099
Casa Loma Campus, Room C256 (416) 415-4627

Test Centre (416) 415-4565

Web Site www.gbrownc.on.ca

This calendar is an annual publication of the Communications and Marketing Department of George Brown College in Toronto, Canada. Contents are copyright George Brown College, 1999
Manager, Communications and Marketing: Ruth Morayniss
Calendar Co-ordinator: Neil McGillivray
Design: Scott Thornley + Company
Printing: JBM Limited
Your comments or suggestions are welcome by mail to: Communications and Marketing, George Brown College, P.O. Box 1015, Station B, Toronto, Ontario M5T 2T9 (416) 415-2059

How to find us

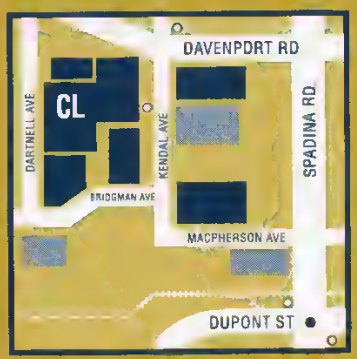
- subway stops
- streetcar/bus stops
- public parking lots

St. James Campus (SJ)
200 King Street East

By TTC*: King streetcar to Jarvis Street, walk one block e

Faculty of Hospitality & Tourism Building
300 Adelaide Street East

*TTC Info Line (416) 393-4636



Casa Loma Campus
160 Kendal Avenue
Building C - Main Entrance

By TTC*: exit at Dupont subway station, walk north on Spadina Road to MacPherson Avenue

Nightingale Campus
2 Murray Street

By TTC*: exit at St. Patrick subway station, walk north on University Avenue to Elm Street, walk one block we on Elm Street

Phone **(416) 415-2000** or long distance in Canada and the United States **1-800-265-2002**
Web Site **www.gbrownc.on.ca**
Mailing Addres **P.O. Box 1015, Station B, Toronto, Ontario M5T 2T9**
E mail **info@gbrownc.on.ca**

THE CITY COLLEGE
GEORGE BROWN

IMPORTANT NOTICE

Changes to the Electives Package

ARCHIVES
02-A-00
00

First Page:

List of Programs/Semesters Offering Elective Courses:

		Comments
R103	Casa Loma Campus	Not required
C123	St. James Campus (choose from page 1 of the **St. James-September 2000 – Electives,** Wednesday from 1-4 p.m.)	Electives offered Semester 1

Electives – September 2000 - St. James Campus

Page 2 of the St. James Electives Section:		**Comments**
For courses being held Thursdays from 1-4 p.m.:		
GSSC 1027	Personal Finance	Change CRN # from 20151 to 17836
For courses being held Wednesdays from 1-4 p.m.:		
C104	Child & Youth Worker	Day Change - Courses will be held Mondays from 1-4 p.m.

Electives – September 2000 - Casa Loma Campus

Page 1 of the Casa Loma Electives Section:		**Comments**
For courses being held Fridays from 1 – 4p.m.:		
R101	General Arts & Science	Electives are for Semesters 1 and 3
For courses being held Wednesdays from 8-11 a.m.:		
T113	Electronics Engineering Technology	Program code added
T132	Architectural Technician	Correction to program name

Revised June 30, 2000

G.B.C. ACADEMIC CALENDAR
2000-2001 – Critical Dates

Item	Days	Start	End	Notes
FALL - Academic Year 2000-01		28/Aug/2000	31/Dec/2000	
Orientation Week	Monday---Friday	28/Aug/2000	01/Sep/2000	
First class lists to departments - DUE	Wednesday	30/Aug/2000		
Labour Day - College Closed	Monday	04/Sep/2000		
Fall Semester - Session 1	Tuesday	05/Sep/2000	20/Oct/2000	
Fall Semester - Session 1 - START	Tuesday	05/Sep/2000		
Final day for late admits	Friday	08/Sep/2000		
Full semester course add - DEADLINE	Monday	11/Sep/2000		Last day to add a full semester course
Program/section transfer - DEADLINE	Monday	11/Sep/2000		Last day to transfer programs or sections within program
Full semester course drop/exemption - DEADLINE	Monday	18/Sep/2000		Last day to drop a full semester course or to apply for a full semester course exemption.
Full-time Calendars available	Monday	18/Sep/2000		2001/2002
Withdraw from program with partial refund - DEADLINE	Monday	18/Sep/2000		Last day to withdraw from PS program and receive partial refund
Diversity Survey Week	Monday---Friday	30/Oct/2000	03/Nov/2000	
Thanksgiving - College Closed	Monday	09/Oct/2000		
PLAR Winter Semester - Submission DEADLINE	Thursday	12/Oct/2000		
Timetable activity data Winter Semester to Registrar - DUE	Friday	13/Oct/2000		
Second class lists to departments - DUE	Monday	16/Oct/2000		
Fall Semester - Session 1 - END	Friday	20/Oct/2000		
Fall Semester - Intersession Week	Monday---Friday	23/Oct/2000	27/Oct/2000	
Fall Semester - Session 2	Monday	30/Oct/2000	15/Dec/2000	
Fall Semester - Session 2 - START	Monday	30/Oct/2000		
Registration changes - DEADLINE	Monday	30/Oct/2000		Last day for academic departments to process add/drop/exemption on BANNER
Audit of Enrolment count - DUE	Wednesday	01/Nov/2000		Audit for funding purposes - registrations processed on or after this date not eligible for MTCU funding.

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
FALL - Academic Year 2000-01		28/Aug/2000	31/Dec/2000	
OSAP Applicants Deferred fees - DEADLINE	Wednesday	01/Nov/2000		
KPI - Student Satisfaction ADVANCE SURVEY WEEK	Monday---Friday	06/Nov/2000	10/Nov/2000	Advance survey for programs which are in coop, clinical, field placement in February
Withdraw without academic penalty - DEADLINE	Friday	10/Nov/2000		Last day to drop a full semester course or withdraw from program without academic penalty.
SWF Winter Semester - DUE	Friday	17/Nov/2000		
SFQ Survey Weeks	Monday---Friday	20/Nov/2000	01/Dec/2000	Student Feedback Questionnaire
Final class lists to departments - DUE	Monday	20/Nov/2000		Purpose is to ensure students are registered in correct CRNs prior to production of bubble sheets for grading.
Class registrations update on SWASACT - DEADLINE	Friday	24/Nov/2000		
Bubble sheet production	Tuesday-Friday	28/Nov/2000	01/Dec/2000	
Bubble sheets delivered to departments	Monday	04/Dec/2000		
Timetables Winter Semester to Departments	Friday	08/Dec/2000		
Fall Semester - Session 2 - END	Friday	15/Dec/2000		
Final grades from departments - DUE 4:00 p.m.	Wednesday	20/Dec/2000		
College closes at noon	Friday	22/Dec/2000		
College closed	Saturday-Monday	23/Dec/2000	01/Jan/2001	
WINTER - Academic Year 2000-01		01/Jan/2001	29/Apr/2001	
Registration/Orientation Winter Semester	Tuesday-Friday	02/Jan/2001	05/Jan/2001	
Promotion meetings Fall Semester	Tuesday-Thursday	02/Jan/2001	04/Jan/2001	
Classes Begin for Most Tuition Short & Apprentice Programs	Tuesday	02/Jan/2001		contact divisions for more details
Pseudos Fall Semester to departments - DUE 12:00 p.m.	Tuesday	02/Jan/2001		
First class lists to departments - DUE	Wednesday	03/Jan/2001		

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
WINTER - Academic Year 2000-01		01/Jan/2001	29/Apr/2001	
Pseudos Fall Semester to Registrar - DUE 4:00 p.m.	Thursday	04/Jan/2001		
Winter Semester - Session 1	Monday	08/Jan/2001	23/Feb/2001	
Winter Semester - Session 1 - START	Monday	08/Jan/2001		
Grade Mailers Fall Semester to Canada Post & available on WEB - DUE	Wednesday	10/Jan/2001		
Final day for late admits	Friday	12/Jan/2001		
Full semester course add - DEADLINE	Friday	12/Jan/2001		Last day to add a full semester course
Program/section transfer - DEADLINE	Friday	12/Jan/2001		Last day to transfer programs or sections within program
Full semester course drop/exemption - DEADLINE	Friday	19/Jan/2001		Last day to drop a full semester course or to apply for a full semester course exemption.
Withdraw from program with partial refund - DEADLINE	Friday	19/Jan/2001		Last day to withdraw from PS program and receive partial refund
Supplemental exam week Fall Semester	Monday---Friday	22/Jan/2001	26/Jan/2001	
KPI - Student Satisfaction FORMAL SURVEY WEEK	Monday---Friday	05/Feb/2001	09/Feb/2001	
PLAR Summer Semester - Submission DEADLINE	Monday	12/Feb/2001		
Application to Graduate and graduation information to departments - DUE	Tuesday	13/Feb/2001		
Second Class lists to departments - DUE	Friday	16/Feb/2001		
Timetable activity data Summer Semester to Registrar - DUE	Friday	23/Feb/2001		
Winter Semester - Session 1 - END	Friday	23/Feb/2001		
Winter Semester - Intersession	Monday---Friday	26/Feb/2001	02/Mar/2001	
Registration changes - DEADLINE	Tuesday	27/Feb/2001		Last day for academic departments to process add/drop/exemption on BANNER
Audit of Enrolment count - DUE	Thursday	01/Mar/2001		Audit for funding purposes - registrations processed on or after this date not eligible for MTCU funding.
OSAP Applicants Deferred fees - DEADLINE	Thursday	01/Mar/2001		

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
WINTER - Academic Year 2000-01		01/Jan/2001	29/Apr/2001	
Tuition & Ed. Credit certificate (T2202A) mailed	Thursday	01/Mar/2001		
Winter Semester - Session 2	Monday	05/Mar/2001	20/Apr/2001	
Winter Semester - Session 2 - START	Monday	05/Mar/2001		
Withdraw without academic penalty - DEADLINE	Friday	09/Mar/2001		Last day to drop a full semester course or withdraw from program without academic penalty.
Final class lists to departments - DUE	Friday	16/Mar/2001		Purpose is to ensure students are registered in correct CRNs prior to production of bubble sheets for grading.
Class registrations update on SWASACT - DEADLINE	Tuesday	20/Mar/2001		
SWF Summer Semester - DUE	Tuesday	20/Mar/2001		
SFQ Survey Weeks	Monday---Friday	26/Mar/2001	06/Apr/2001	
Elective Registration information to departments - DUE	Tuesday	27/Mar/2001		Distribution to returning students only. New students mailing will be ongoing.
Database changes already established AY 2001-02 - DUE	Thursday	29/Mar/2001		
Application to Graduate to Registrar - DEADLINE	Friday	30/Mar/2001		
Exemption process Fall 2001 - no charge	Monday---Tuesday	02/Apr/2001	14/Aug/2001	Register for exemptions for Fall with no fee
Bubble sheet production	Monday---Thursday	02/Apr/2001	05/Apr/2001	
Bubble sheets delivered to departments	Friday	06/Apr/2001		
Timetables Summer Semester to departments - DUE	Monday	09/Apr/2001		
Good Friday - College Closed	Friday	13/Apr /2001		
Winter Semester - Session 2 - END	Friday	20/Apr/2001		
Final grades from departments - DUE 4:00 p.m.	Wednesday	25/Apr/2001		
PLAR Fall Semester 2001 - Submission DEADLINE	Friday	27/Apr/2001		

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
SUMMER - Academic Year 2000-01		30/Apr/2001	26/Aug/2001	
Registration/Orientation Summer Semester	Monday--Friday	30/Apr/2001	04/May/2001	
Promotion meetings Winter Semester	Monday--Wednesday	30/Apr/2001	02/May/2001	
Pseudos (Winter Semester) to departments - DUE 12:00 p.m.	Monday	30/Apr/2001		
Faculty Vacation A - START	Tuesday	01/May/2001		
First class lists to departments - DUE	Wednesday	02/May/2001		
Pseudos Winter Semester to Registrar - DUE 4:00 p.m.	Thursday	03/May/2001		
Summer Semester - Session 1	Monday	07/May/2001	22/Jun/2001	
Summer Semester - Session 1 - START	Monday	07/May/2001		
Final day for late admits	Friday	11/May/2001		
Full semester course add - DEADLINE	Friday	11/May/2001		Last day to add a full semester course
Grade Mailers Winter Semester to Canada Post & available on WEB	Friday	11/May/2001		
Last day to transfer programs or sections within program	Friday	11/May/2001		Last day to transfer programs or sections within program
Supplemental exam week Winter Semester	Monday--Friday	14/May/2001	18/May/2001	
Full semester course drop/exemption - DEADLINE	Friday	18/May/2001		Last day to drop a full semester course or to apply for a full semester course exemption.
Withdraw from program with partial refund - DEADLINE	Friday	18/May/2001		Last day to withdraw from PS program and receive partial refund
Victoria Day - College Closed	Monday	21/May/2001		
Returning students Fall 2001 packages mailed	Tuesday	22/May/2001		
Second Class lists to departments - DUE	Monday	22/May/2001		
SWF Fall Semester - Vacation B Faculty - DUE	Tuesday	22/May/2001		
Database submissions Fall 2001 - DUE	Friday	25/May/2001		
Return graduation list to Registrar	Friday	25/May/2001		

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
SUMMER - Academic Year 2000-01		30/Apr/2001	26/Aug/2001	
Timetable activity data Fall 2001 - DUE	Friday	25/May/2001		
Departments to review/sign-off final graduation lists	Tuesday-Thursday	29/May/2001	31/May/2001	
Departments to sign-off on Convocation program	Wednesday	06/Jun/2001		
Convocation	Friday/Saturday	15/Jun/2001	16/Jun/2001	
Mail diplomas to graduates not attending convocation	Monday--Friday	18/Jun/2001	22/Jun/2001	
Summer Semester - Session 1 - END	Friday	22/Jun/2001		
Summer Semester - Intersession	Monday--Friday	25/Jun/2001	29/Jun/2001	
Final grades Summer Session 1 to Registrar - DUE 4:00 p.m.	Wednesday	27/Jun/2001		
Registration changes - DEADLINE	Wednesday	27/Jun/2001		Last day for academic departments to process add/drop/exemption on BANNER
Audit of Enrolment count - DUE	Friday	29/Jun/2001		Audit for funding purposes - registrations processed on or after this date not eligible for MTCU funding.
Faculty Vacation A - END	Friday	29/Jun/2001		
Canada Day Holiday (Lieu) - College Closed	Monday	02/Jul/2001		
Summer Semester - Session 2	Tuesday-Friday	03/Jul/2001	17/Aug/2001	
Faculty Vacation B - START	Tuesday	03/Jul/2001		
Summer Semester - Session 2 - START	Tuesday	03/Jul/2001		
Tuition fees Fall Semester - New Students - DUE	Tuesday	03/Jul/2001		Late fee will apply for new students after this date.
Tuition fees Fall Semester - Returning students - DUE	Tuesday	10/Jul/2001		Late fee will apply for returning students after this date.
Withdraw without academic penalty - DEADLINE	Friday	13/Jul/2001		Last day to drop a full semester course or withdraw from program without academic penalty.
SWF Fall Semester - Vacation A Faculty - DUE	Tuesday	24/Jul/2001		
Final class lists to departments - DUE	Wednesday	25/Jul/2001		Purpose is to ensure students are registered in correct CRNs prior to production of bubble sheets for grading.

ACADEMIC CALENDAR 2000-2001
Critical Dates

Item	Days	Start	End	Notes
SUMMER - Academic Year 2000-01		30/Apr/2001	26/Aug/2001	
Bubble sheet production	Tuesday-Thursday	31/Jul/2001	02/Aug/2001	
Bubble sheets delivered to departments	Friday	03/Aug/2001		
Civic Holiday - College Closed	Monday	06/Aug/2001		
Exemptions Fall 2001 - charges apply	Wednesday	15/Aug/2001		Exemption fee is waived for students who apply for exemption prior to this date.
Summer Semester - Session 2 - END	Friday	17/Aug/2001		
Timetables Fall 2001 mailed to students	Friday	17/Aug/2001		
Final grades from departments - DUE 4:00 p.m.	Wednesday	22/Aug/2001		
Promotion meetings Summer Semester	Monday---Wednesday	27/Aug/2001	29/Aug/2001	
Pseudos Summer Semester to departments - DUE 12:00 p.m.	Monday	27/Aug/2001		
Orientation Week	Tuesday-Friday	28/Aug/2001	31/Aug/2001	
Pseudos Summer Semester to Registrar - DUE 12:00 p.m.	Thursday	30/Aug/2001		
Faculty Vacation B - END	Friday	31/Aug/2001		
Labour Day - College Closed	Monday	03/Sep/2001		
Grade Mailers Summer Semester to Canada Post & available on WEB	Tuesday	04/Sep/2001		

Revised: August 24, 2000